

## **Hiller Highland Four Association**

Minutes of the Board of Directors Meeting, March 19, 2008, Highlands Country Club

The meeting was called to order by Vice President, Tom Kremen, at 7:00p.m. Board Members Present: Tom Kremen, Bob Kuzma, Pauly Langguth, Dick Saalfeld, Cheryl Brodsky. Others in attendance: Barbara Schindler, George Innes, Helen Marshall, Janet Saalfeld and Homeowner, Bob Farwell.

The minutes of the January 16, 2008, Board Meeting were approved as corrected.

### **Old Business:**

- Cheryl Brodsky clarified the content of the proposed service agreement with Allied Trustee Services. When hired they will handle liens and foreclosures. The Board will meet in Executive Session to discuss the outstanding assessments due the Association.

### **Annual Meeting Arrangements:**

- Tom Kremen reported that the Annual Meeting Planning Committee met and assigned duties.
- The Board is encouraged to mingle and be sure to meet new owners.
- Tom, Dick and Pauly will meet to set agenda. Pauly will provide copies of agenda and copies of 2007 Annual Meeting Minutes for handout at meeting. Bob Kuzma will provide a list of homeowner to use for confirming addresses/phone numbers/email addresses. Janet will staff sign-in table.
- There will not be a need for a secret ballot election and Election Inspector unless we have more names in nomination than we have positions open. At this time Tom, Dick, and Cheryl have indicated that they are willing to stand for election. Helen is also willing to stand for election if there is an opening. Bob Farwell is interested in attending Board meetings and possibly standing for election at a future date.
- Set-up will begin at 5:30. Pauly will provide the Club with a list of our requirements for the meeting. Bob Kuzma will rent a projector for his Reserves Report. Sue Piper will attend our meeting and report on current Bentley School issues. Walter Schindler will report on solar energy as part of the ACC report.

### **Treasurer: Bob Kuzma**

- Reported current financial status.
- Reported that there has been no response to the two pre-lien letters that were sent to homeowners having significant past due assessments.

### **ACC: George Innes**

- Reported that a fence damaged by wind was replace by homeowner.
- Reported that a visit to Phase 6 to inspect a solar installation is planned.

### **Landscape: Barbara Schindler**

- Reported that replanting will be necessary behind one property due to damage to plants during construction. Barbara will get estimate of replacement costs.

**Streets and Lights: Gordon Seligson (Absent, no report.) Thank you, Gordon, for the great job on the First Quarter Bulletin.**

- Board requests estimate for replacing 30 Schooner Hill mailbox. New box should be large enough to accommodate 10x13 envelopes from Insurance Co., Lawyer, Accountant.
- Item for next Bulletin: remind homeowners that they should inform vendors to park as close to the curb as possible. Trucks sticking out in the road present a real hazard.
- Please notify Gordon if you see lights that are not working properly or are burned out.

**Parking: Dick Saalfeld**

- No new violations reported. Please let Dick know if you see parking violations.

**Welcoming Committee: Janet Saalfeld** Janet has taken over the position previously held by Gary Dougan. She will contact/welcome new owners/renters. Our thanks to Janet for taking on these duties. Again, we urge everyone to meet and greet your neighbors.

CORE Report: Helen Marshall No report. Helen was informed of the notice Pauly and Bill Hunt received about the next round of CORE trainings. Janet will notify Sue Piper to remove Bill and Pauly's names from the CORE notification list and be sure that Helen's name is added.

Agenda Items for May Meeting:

- Review of Insurance Coverage
- Compare Budget to Actual Expenses

Meeting adjourned at 8:40pm

Respectfully submitted,  
Pauly Langguth, Secretary

Executive Session of the Board of Directors  
March 19, 2008, 8:45 p.m.

Members present: Tom Kremen, Dick Saalfeld, Cheryl Brodsky,  
Bob Kuzma, Pauly Langguth

- The Board reaffirmed that our policy is *to uniformly enforce the late charge fees for all assessments received after the past-due date.*
- The Board entertained and unanimously approved a Motion *to contract with Allied Trustee Services to handle lien and foreclosure services.*
- The Board entertained and unanimously passed a Motion *to employ Allied Trustee Services as the exclusive means to collect unpaid assessments from two seriously delinquent homeowners.*

The Executive Session of the Board of Directors was adjourned at 9:05 p.m.

Respectfully submitted,  
Pauly Langguth, Secretary