

**Minutes
Board of Directors
Highland Park Neighborhood Association, Inc.
(referred to as "HPA")**

Date: May 12, 2006

Place: Village Inn

Present: President Doug Barber, Vice President: Jim Morin, Secretary Marge Shuger, Director Jeff Irwin, Director: Steve Mohan.

Meeting brought to order at 6:05 AM.

Minutes of previous meetings on April 7, 2006 read, and adopted.

Unfinished Business

1. Having one trash removal company service the entire subdivision per vote of membership at the annual meeting:

Discussion:

1. Some complaints about Waste Management service. This is being corrected by W.M.
2. Billing included some unanticipated extra charges. These charges not agreed to.

Action: Doug Barber will deal with W.M. Marge Shuger to draft an email concerning trash pickup.

2. Financials

Discussion: 15 lots have not paid 2006 dues. Doug Barber will email the updated budget to Directors for review next week.

3. Water issues

Discussion: Attorney Henry Worley of MacDougall, Woldridge & Worley was accidentally double paid (\$200), but since he is doing ongoing work, it has been agreed that the overage will be put toward future billing.

4. Senate Bill 100: HPA needs to incorporate the requirements of this bill affecting homeowner associations into the policy manual.

Discussion: Doug Barber has drafted several policy topics taken from several sources that have gone through this process: Adoption and Amendment Procedure for Policies, Covenant and Rule Enforcement Policy, Collection Policy, Records Inspection Policy, Investment of Reserves Policy and Conduct of Meetings Policy and Procedure. Each topic was discussed. New and potential owners need a better understanding of their responsibilities. There is a need for a "boiler plate" notice of violation that makes the violation(s) and consequences clear. Need to ask an attorney about how to handle habitual offenders re fines. If there is an enforcement committee established, they would gather information for the Board, not mete enforcement. Discussed some recent complaints: Dog(s) accosting walkers in Briargate Pkwy easement.

Action: Steve Mohan to draft a "Notice of Violation and Demand letter. Other topics, not yet addressed will be worked on. Doug Barber to verify that dates of the draft policies do not contradict By Laws

5. Homeowner Meetings

Discussion: Next Annual Homeowner Meeting will be Oct. 5, 2006. The date for the Homeowner summer picnic is July 22, 2006.

Action: Marge Shuger will draft a flyer announcing picnic and asking for volunteers to help with the picnic.

6. Sign at entrances "This is a Covent Protected Community"

Jeff Irwin is still collecting prices and alternatives.

No New Business

Next Board of Directors meeting:

June 2, 2006 (Friday)

July 13, 2006 (Friday)

6 AM at the Village Inn. (Village Inn on Woodmen, across from Walmart)

Meeting adjourned at 7:40 AM

Submitted by:

Marge Shuger

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