

Highland Park Neighborhood Association

August 19, 2021

Board of Directors Meeting Minutes

The Board Meeting for Highland Park Neighborhood Association was held on Thursday, August 19, 2021 via Zoom. The meeting was called to order at 5:06 pm. by Board President Greg Smith. Quorum was established. Board members present were Aaron Horn, Cameron Garner, Brandon Zuercher, and Pam McManus. Richard Beall and Amanda Stiles represented Warren Management Group. Amanda Stiles of the Warren Management Group acted as Recording Secretary.

Resident Forum:

No members were present at the meeting.

Secretary's Report: A motion was made by Brandon to approve the June 2, 2021 Meeting Minutes. The motion was seconded by Aaron and carried with unanimous consent.

Treasurer's Report: Review of the 2020 Federal Income Taxes. A motion was made by Aaron to approve the 202 Federal Taxes to be filed. The motion was seconded by Brandon and carried with unanimous consent. Warren Management will review the need to file State Taxes.

The July 2021 Financials were reviewed.

Unfinished Business:

- Well Meter Readings
- The cistern will need to be inspected by the Fire Dept.
- Outstanding violations

New Business:

- File Transfer to Warren Management
- Community Website- Management presented a pre-formed community website host called Nabr Network. Many of Warren Management's communities already use this website host. **A motion was made by Pam to approve a Nabr Network website for the community. The motion was seconded by Brandon and carried with unanimous consent.**
- Annual Meeting- The Board would like to schedule the 2021 Annual Meeting for November to allow the new management company time to learn more about the community and to carefully create a 2022 Budget.
- 2022 Budget- The process of creating a budget for 2022 is underway. The Board would like to budget for 2 community wide social events for 2022.
- Bank Signature Forms
- Highland Parking Filing 3
- Board Member Terms- Terms Expire; Greg 2021, Pam 2021, Aaron 2020, Brandon 2021, Cameron 2020.
- Road Work- The Board is aware of plans to widen roads and other road work that will directly affect the community and wants to form a contact to get this information as it become available.

- Pet Stations- Management will acquire bids to install and service pet stations throughout the community.
- Document Revision- Management will schedule a meeting with an attorney to discuss the possibility of revising and clarifying community documents.

Next Board Meeting Date: October 14, 2021 at 5 p.m. at 1720 Jet Stream Dr.

With no further business to come before the Board, the meeting was adjourned at 7:24 pm.

Respectfully Submitted,

Accepted:

Amanda Stiles, Recording Secretary

Greg Smith, Board President