

Highlands Condominium HOA Board of Directors Meeting

August 6, 2021

1:30 PM Via ZOOM

Minutes

- I. Call to Order, Establish Board Quorum
- II. Introductions
 - a. Board of Directors
 - i. Sandi Gaffney
 - ii. Wes Connelly
 - iii. Scott Lewis
 - b. WEB Properties
 - i. Ron White – Discussed Board meeting protocol
- III. Old Business
 - a. Pool – Sign-up sheet for contact tracing, scheduling Pool World to help open and check equipment. Schedule the closing the end of September. Are the rules posted and the phone active? Possible replace chairs, cushions and umbrella next year. May be open as soon as 8/9. WEB will send an email to all residents when ready.
 - b. Reserve Projects:
 - i. Replace Fence on West side of property
 1. Revised bid (Moran Fence) that includes concrete posts - \$7,535.88
 2. Board voted to defer project to 2022
 - ii. Asphalt Seal/Stripe
 1. Crack Seal (fill) - \$1,661.25 +T
 2. Seal Coat - \$5,806.68 +T
 3. Restripe - \$631.20 +T
 - a. Having issues getting materials, so seal coat next year.
 - b. Board voted to move forward with Crack Fill project. Email sent to contractor confirming ability to perform.
 - iii. Carports Mansard Paint
 1. Painting bids ranged from \$11,600-\$31,700.
 2. Sandi to research products at ACE Hardware
 3. Will ask Derek at 509Construction to bid mansard either with vinyl or corrugated metal while he's on site to look at hand-railings
 - c. Other projects:
 - i. Safety Railings
 1. Meeting with Derek at 509Construction at 9am on 8/13.
 - ii. Concrete Lifting/shaving

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1. Board approved bid of \$8,725.68.
 2. Ron confirmed separate cost for repair of damage from tree falling.
 - iii. Ron to send bid to prune trees for Board approval.
 - iv. Building 1 Electric Panel Replacement – Materials scheduled for delivery September 30.
 - v. Sandi suggested having holes on south side of condos caulked and painted next year.
 - vi. Ron to follow up on Tom's schedule to finish painting steps
 - vii. Ron to get radon inspection bid for Board review
 - d. Audit Vote
 - i. Ron to send ballot, letter, and date for Board review.
 - e. EV Charging Station
 - i. Board approved installation of 110 outlet requested from #38, including \$12/month charge. Will monitor usage over time.
 - ii. Will send Avista info regarding charging stations to Board for review.
- IV. Open Forum
- a. Ron to email all residents again regarding breaking down recycling materials.
 - b. Ron email Board re bylaws and Board processes (meeting dates, officer positions, budget timing, owner notification, etc.).
- V. Adjournment: 11:30am