

Highlands Condos
Pre - Annual Meeting
November 22, 2022 at 10:00 AM
Zoom Call

Minutes

1. Call to Order and Roll Call – 10:00 AM
 - a. Board of Directors (Established Board Quorum – requires two)
 - i. Scott Lewis
 - ii. Sandi Gaffney
 - iii. Wes Connelly
 - b. WEB Properties – Emily Amsbaugh
 - c. Condo Owners - None in attendance

2. Financial update through October 31, 2022 – No Financial update given this meeting. Will go over at Annual Meeting.

3. Vote to Ratify Budget
 - a. Budget will be sent to the Board no later than November 29, 2022.

4. Vote to Waive or Approve Audit
 - a. Not discussed.

5. Vote for Board of Directors
 - a. There are three, 2-year term positions opening up.
 - b. Wes plans to re-run.
 - c. Emily will draft up an email letting owners know about opportunities to join the Board.
 - d. Emily let the Board know that all owners running need to submit a short bio that we can include with the ballot.

- e. Instead of the Board reaching out to Shawn & Gayle about running again, the Board will just see if they respond to the email about the open positions.

6. Open Forum

- a. Set date and time for the Annual Meeting: 5:30 PM 12/15/22
- b. Bill is going to stop by the Shadle Library and check their availability & Wi-Fi/equipment capabilities. If they have no availability we will look into the Round Table Pizza at Five Mile.
- c. Discussed how we want to add 2022 Accomplishments to the Annual Meeting agenda
 - Railings
 - Snow Gate
 - Stairs
 - Landscaping
 - Asphalt
 - Pool Pump motor replaced
- d. There were a few issues that were brought up that I will need to follow up with Bill and get the Board answers on:
 - Electrical Panel Inspection?
 - Judgement on condo dues?
 - Exterior Painting (updated them on how we are waiting for the new widget)
 - New reserve study (not posted to website yet)
 - Smoking issue behind snow gate. (Need to order no smoking sign and have Tom install it)

- Woodpecker holes in buildings. (due to the cold weather Tom still needs to accomplish this job in the Spring.)
- Sandi spoke about issues with Tom, and how his attitude/motivation could be better.

Adjournment – 10:25 AM