

HIGHLANDS COOPERATIVE ASSOCIATION

Open Minutes

September 19, 2022

Board Members Present: Ellena, Heist, James, Smith

Board Member Absent:

Management Present: N. Miller, V. Miller, K. Sinicropi

Meeting called to order at 6:33 p.m.

Management Report - Agenda Items

Reuben Butler, newly appointed Board of Director

Miller introduced Reuben to the Members in attendance. He will officially start his duties at the next Board meeting.

Open Minutes

Heist moved to approve the minutes from the August 15, 2022 meeting as written.

Ellena seconded.

Motion Carried 4-0.

Open Minutes for May 16, 2022

Ellena moved to approve the amended minutes of May 16, 2022. Heist seconded.

Motion Carried 3-0. Abstain - Smith.

Comcast Contract

Smith moved to approve the new three-year Comcast Contract for internet service.

The monthly cost is reduced from \$408.29 to \$259.91. Ellena seconded.

Motion Carried 4-0.

Rose Exterminator Contract

Heist moved to approve the new one-year contract with Rose Pest Solutions. The cost increased from \$66.00 per week to \$85.00. Ellena seconded.

Motion Carried 4-0.

Reopening Clubhouse

Heist moved to reopen the clubhouse for rental once per weekend. Also, Highlands will not have a professional sanitize the clubhouse, however, will provide disinfecting spray and wipes for the Member to use. Smith seconded.

Motion Carried 4-0.

Credit Report Fee Increases

The costs for running a credit/criminal report have increased. Management is recommending the following changes:

- Increase **Credit/Criminal report fee** from \$45 per application to \$40 per person.
- Increase **Criminal report only fee** from \$10 to \$15 per report.

Heist moved to approve the increased fees as stated in the bullets above effective November 1, 2022. Ellena seconded.

Motion Carried 4-0.

2022-2023 Budget

Smith moved to approve the budget which reflects a \$29.00 monthly increase in carrying charges. Many hours of discussions and adjustments by Management and the Board went into working on the budget. Heist seconded.

Motion Carried 4-0.

Old Business

None.

New Business

November Board Meeting

Smith moved to move the date for the November meeting from November 21st to November 14th due to this being the week of Thanksgiving. Ellena seconded.

Motion Carried 4-0.

December Board Meeting

Heist moved not to have a meeting in December. Smith seconded.

Motion Carried 4-0.

Member Concerns

Melinda Bennett, 1740 Georgetown

Melinda asked if it is possible to get new trees for the trees being removed? Yes, we are checking into a program to get new trees. She also asked if Highlands is responsible for removing the stumps? Yes, Highlands must remove the stumps, tree roots and the main part of the trees which were cut into smaller pieces. Highlands had no decision on the trees that were removed.

Adjourned at 7:28 p.m.

Respectfully Submitted,

Mary P. Heist, Secretary, Board of Directors
Highlands Cooperative Association