



Highland Manor HOA Monthly Meeting

June 17, 2024

6:00 pm

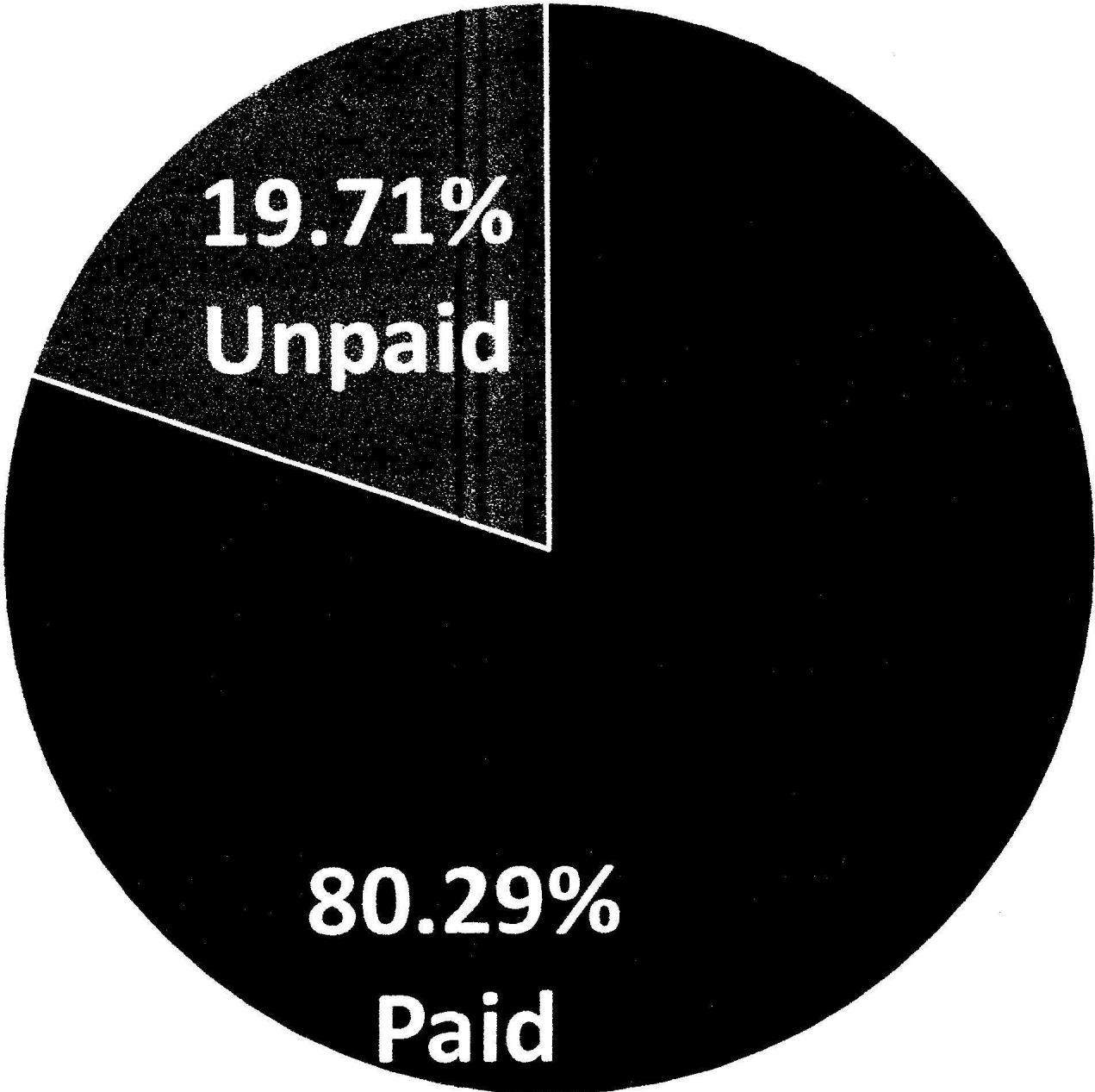
- Attendees: Leroy Neville, Jr., Carolyn & Alan Griffith, Elmer Armentrout, Allen & Mitcha Shay, Sherri Kline. Quorum present with Leroy voting.
- Homeowner Concerns:
 - Sherri Kline made a dog complaint to Leroy- and was referred to SPCA.
 - Audrey Smith reported "a person walking w/duffel bag on McGregor Dr. this morning." The conversation revealed it may be Mr. Wrightson's niece. The homeowner was relieved to hear this by text though everyone please keep an eye out for similar issues or vagrants in the neighborhood.
 - Many people present have heard firecrackers, loud radios, etc.
 - Yard Sale? Only 5 or 6 responses. We won't advertise unless we receive 10% positive interest from homeowners. Anyone can put up their own signs and have sales as they wish without cost to HOA.
- Approval of minutes: Read by Mitcha.
 - Corrections needed:
 - Petty cash not mentioned. \$21.33
 - New business follow-ups:
 - Guardian Playground inspected upper playground on May 22, 2024
 - Guardian Playgrounds conference call June 10. Getting the price together for us.
 - Board of Director and Officer nomination forms are out. No responses were received so far.
 - Sealcoating- still trying to get a quote for mailboxes and basketball court.
 - Minutes approved as amended. Al Griffith 1st, Al Shay 2nd and approved by all.
- Maintenance Report by Elmer
 - Elmer, Al & Carolyn G took 4 loads of limbs to dump. Nice work!

- Carolyn & Al G fixed up sign, painted rocks, added flowers.
 - Neighbor said his camera will catch any sign damage.
- Elmer added flag and will attach larger flag more securely.
- Elmer fixed upper playground gate that was damaged.
 - Camera was out so no footage on the culprit. Got unplugged during movie night. Al G will add another extension cord to help with stretching too far.
 - Leroy will check the battery backup for possible evidence.
- Excess green paint leftover so let's use it for swing set frames. After Elmer does the necessary grinding, we will get sandpaper and cheap brushes. Both Als have ladders which should be enough.
- Financial Report:
 - Bank reconciliations: May 2024 is OK. Signed by those present.
 - Manage Casa still working on February! About \$200 off.
 - Manage Casa is firing people on their staff!
- Past Due accounts: (see printout) Does not include current billing yet.
 - Carr paid \$200 but garnishments have been filed.
 - Olen Hawn made a large payment. Must make regular payments to avoid a new lawsuit.
 - Cogswell: Passed away. Son trying to clean up financial details.
 - Avery: foreclosed.
- Reserve Fund:
 - Only 41 people have yet to pay.
 - Deadline is June 30, late fees begin July 16
- Budget looking good for 2025.
 - Reasonable increases coming for snow, lawn, and trash.
 - Elmer's sticker is about to expire.
 - No dues increase is required currently.
 - Should allow for approximately \$2k cushion.
 - Must get the budget approved by the next board meeting for the Yearly Meeting
 - Motion to approve by Al S, seconded by Al G.
- Playground conference call:
 - Might cost about 10% of new. Guessing \$7-8k.
 - Will extend life of equipment 5-7 years.'

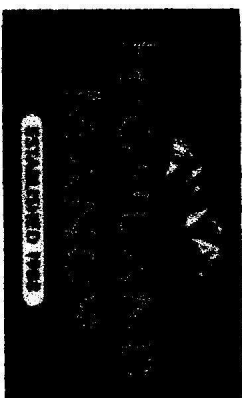
- Leroy will make a list for Geremy so work can coordinate:
 - Extend mulched area at upper playground.
 - Remove balance beam at upper playground.
 - Lower playground needs deeper mulch.
 - Mats required under swings (Tractor Supply has reasonable priced)

- No other concerns. Meeting adjourned 19:27. Next meeting July 15, 2024

2024 Reserve Fee Paid versus NOT Paid



■ 167 ■ 41



Delinquent Owners

As of 06/17/2024

User	Property	1-30 Days	31-60 Days	61-90 Days	90+ Days	Total
Vickie Carr, Reginald Jones	12001 S Scottish Court	70.70	0.00	20.00	1,285.30	1,176.00 Garnishment Filed
Olen Hawn, Velva Hawn	12009 Heather Drive	0.00	0.00	290.19	725.59	665.78 Payments
Bonnie Cogswell	12129 Heather Drive	\$0.00	\$0.00	200.00	210.20	410.20
Sharion Avery	16203 Dundee Court	\$0.00	20.00	200.00	125.40	345.40 Foreclosed
Michael Purdham	12007 S. Scottish Court	\$0.00	70.00	200.00	61.79	331.79
Marsha Pickens	11906 Heather Drive - Lot 187, Lot	\$0.00	203.50	\$0.00	\$0.00	203.50
Teresa Copoulous	12025 N Scottish Court	\$0.00	20.00	200.00	\$0.00	220.00
Amanda Barnard, Curtus Barn	12108 Heather Drive	0.00	0.00	20.00	96.69	116.69 Payments
Racheal Carpenter	16310 McGregor Drive	\$0.00	20.00	200.00	\$0.00	220.00
Darren Rader	12123 Heather Drive	\$0.00	20.00	200.00	\$0.00	220.00
Totals		\$70.70	\$353.50	\$1530.19	\$2504.97	\$3909.36

These figures DO NOT include recent billing since it is not due until 07/31/2024

We write-off about 1854.42

Disclosure: This information is the most accurate we have. If any information is found to be inaccurate, we will correct as soon as possible.



Bank Balances as of 06/17/2024

Bank Balances >

Jun

Capital Improvements:Savings	\$7,584.90
Checking - Bulldog Federal Credit Union:Che...	\$31,921.01 32,721.01
Community Donations and Sponsorships:Savings	\$336.58
OLD DO NOT USE - Reserve Funds Savings:Savings	\$0.00
Reserve Fund Savings:Savings	\$15,595.59
Saving - Bulldog Federal Credit Union:Savings	\$3,442.64

Highland Manor Community Association, Inc.
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Hagerstown, MD 21740
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Highlandmanorhoa@outlook.com
www.highlandmanorhoa.com

June 17, 2024

Mr. and Mrs. Speaker *Jr.*
12023 Heather Drive
Hagerstown MD 21740

Re: Rule Violation 13 1st Letter/Notice

Dear Mr. and Mrs. Speaker Jr.

Several complaints have been made about your property's condition, specifically your home's roof. Therefore, a review revealed rule violation(s) on and around your property. According to our Homeowner Association documents and, more importantly, Rules and Regulations under Exhibit F, the following rules are in violation:

13. All buildings and other structures, including roofs, gutters, skirting, shutters, and decorative trim on the property, shall be kept in good order and repaired. Painting of houses or outbuildings must match its original color or have approval by the Highland Manor Board of Directors. See Exhibit E -Declaration of Covenants, Conditions, and Restrictions - Article VII. Violations found and not corrected within the grace period of fifteen days after receipt of the notification letter, an initial fine of \$50.00 and a \$75.00 fine weekly until the violation is corrected.

The Action(s) need to abate (fix) the violation is to:

Repair roof

The roof has been in disrepair for over a year according to the notice given in April 2023. The only visible attempt at remedy was the addition of a larger tarp. This letter is to inquire about your plan of action to correct the roof. Homeowners have fifteen days (15) from the date of the letter to correct the violation(s) before further action is taken, and if the violation still exists after fifteen (15) days another letter will be issued along with a penalty and, in this case, \$50.00 a week until the violation is corrected satisfactorily according to the HOA Board based on Association Documents and #13 mentioned above. Within 15 days, please provide copies of estimates, contracts, or other documentation showing correction has begun.

Thank you for your prompt attention to this matter.

Leroy Neville Jr,
President
Highland Manor Community Association, Inc.