



2/19/204 at 6:00 pm

Highland Manor HOA

In Attendance

Leroy Neville, Teresa Hawbaker, Mitcha Shay, Al Shay, Carolyn Griffith, Alan Griffith, Jessica Lane and John Lynch

Approval of Minutes

John made the motion to accept the minutes as read; Al G. seconded it.

Treasurer's Report

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- a. Bank Reconciliation – Nov., Dec., both of 2023 and Jan. 2024 are completed. Leroy brought them to be signed by the officers and board members.
 - b. HOA Financial Overview – The software is not pulling in the payments correctly still. Leroy went over the balances for the different accounts.
 - c. Past-due balances – 60% have paid their reserve fee. The Carr's are making regular payments now, so they will be given their trash cans back. Melodie Cassells house has a lien on that house. The Reserve fee is not on the report because it's not due until June 2024.
 - d. Software Issues – Finally figured out where the money went that we were short. There is another meeting tomorrow.
 - e. The financial report was approved by Al G., John seconded, and it was unanimously approved by all.
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Old Business

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- a. Pickens – no word yet.
 - b. Rental Property amount – still looking for a lawyer to look at it.
 - c. Easter – draw up flyers. March 31, 2024 – after Easter, the first Saturday in April. 12 – 2 pm, bingo, we like the way we have been doing the prizes lately, egg hunt, ring toss, egg toss with real eggs, sack race, spoon run, Food: hot dogs and rolls, nachos with cheese (Mitcha to bring cheese in a crock pot), jalapeno poppers, grab bags of chips. Go to different stores after Easter for clearance candy. Look for solid bunnies.
 - d. Picnic Tables - 5 Quotes were reviewed by Leroy. John suggested picking a color to match the playground equipment. They will need to be tied down. Al S. asked about the warranty for the metal tables. We all liked the square diamond pattern for \$1500. There was a shipping question. We want a lighter blue.

- e. Camera system – Leroy to get Spicher’s out for the additional cameras.
 - f. Replacement lights for the office outside – Leroy is looking for them.
 - g. Painting playground equipment – we need to get it painted. Al G. to ask George.
 - h. Ramp – Leroy will check on what’s happening with that.
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New Business

- a. Matt to do a playground inspection and turn them in.
 - b. Jeremy projects to come up:
 - 1. The wall needs to be cleared out by Jeremy.
 - 2. Clean out some more of the woods behind Herbie and Jessica’s.
 - c. We need to send out letters with our next mailing, to get current information about the tenant or people living there. Ask them to sign up for our website as a renter, they won’t see the financial things.
 - d. First Movie Night – last Saturday, April 27, 2024 – Leroy to reach out on the website, Facebook to get ideas for movies. Hand out flyers at the bus stop and see what they would like to see.
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Board Member Comments

- a. Leroy – Is tracking several violations and he reviewed them with the group. If anyone sees any violations, take pictures, etc., and get them sent out.
 - b. No other comments.
 - c. We have to get together to put our year-end packet together.
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Closing

The meeting was adjourned by Leroy at 7:56 pm and the next meeting will be Monday, March 18, 2024, at 6 pm.