

Highland Village Homeowners Association Meeting Minutes

Date: Wednesday, September 11, 2013

Time: 7:00 PM – 8:00 PM

Location: Westside Police Station

Board Members Present: Jonathan Whalley, President; Sabrina Gentile, Secretary; Zheng Wu, Treasurer; Marcia Melotte, ACC.

Board Members Not Present: Tracy Price, Vice President; Aine Calgaro, Newsletter Editor and Block Captain; Tim Trpkosh, CAM.

I. Neighborhood Party

A. Establish ad hoc committee to put together a plan. Marcia Melotte, Sabrina Gentile, Jennifer Kendall, Emily Whalley will be on ad hoc committee. Will put together a plan next year and then at annual meeting will announce the date and promote. Party will be on a week night in the summer after school is let out. Party may have root beer floats and games.

B. Budget – budget will be small. No set amount yet.

II. Brush Pickup Date Soon?

A. Encourage neighbors to trim trees that are hanging over sidewalks – **put in newsletter.**

B. Zheng will contact Tim and remind him to schedule September pick up date.

III. Mailboxes

A. Finish Valley Ridge and Check Sky Ridge – Todd Melotte will fix mailboxes on Sky Ridge.

B. Tell neighbors to contact Tim or Jonathan if theirs needs fixed – **put in newsletter.**

IV. Newsletter – When? **Should be mailed the first week of October.** Who writes what?

A. Board Bios – **Tim, Jonathan and Marcia need to send Aine bios for newsletter.**

B. Pick up after pets – **reminder in newsletter.**

C. Brush pickup – **reminder in newsletter.**

D. Party – **Stay Tuned for info on pre summer party in High Point Park for newsletter.**

E. Nextdoor/Facebook/website for info – **reminder to sign up.**

F. Parking – **reminder of parking restrictions.**

G. Security info from meeting with Officer – no info to share. Officer did not come to meeting.

H. Garbage/Recycling Bins

I. Halloween – Trick or treating will be on October 31. Start at 5 PM and turn front lights off if you do not want trick or treaters.

V. Dues – SG made a motion to keep dues at \$260 per year. Zheng seconded the motion. Motion was approved.

VI. Police Officer Visit – Police Office did not attend our meeting so none of this was discussed.

A. Neighborhood Security

1. Is our neighborhood regularly patrolled?

2. Tips to prevent car break-ins?

B. How to enforce our rules?

1. Do we have to post two no parking signs per cul-de-sac in order to ticket cars?

VII. New Residents

A. Do we know who they are? – Zheng said she usually gets a notice from the realtor or place of closing when a new resident moves in.

B. How do we welcome them/introduce them to the neighborhood? – Marcia and Jonathan will create a welcome packet for new residents. Welcome packet will include latest newsletter, Facebook, Nextdoor and website info.

1. Visit by a couple board members? – this was not determined.

2. Give them information about the neighborhood/Nextdoor? – this can be included in packet.

a. Postcard/Flyer/Business card printable from Nextdoor.

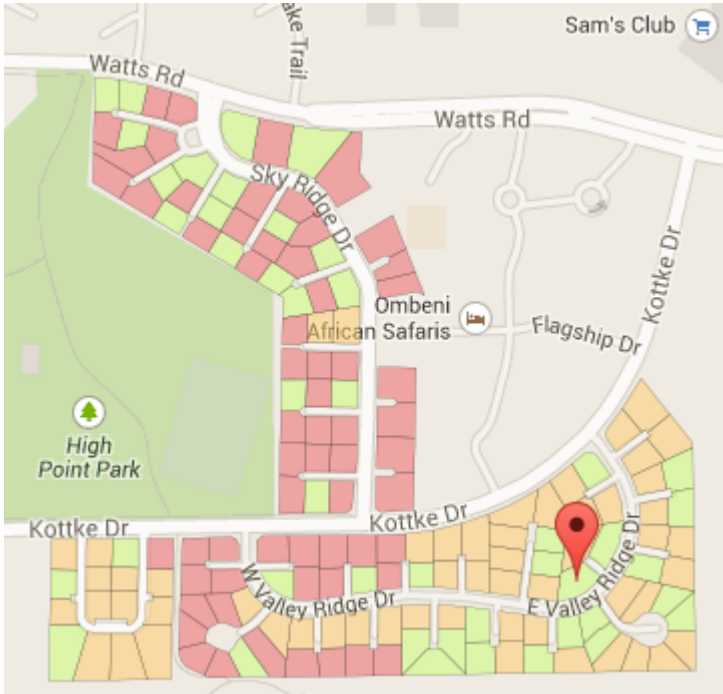
b. Make sure they understand the covenants, etc.

c. Give them contact information for any questions or concerns.

VIII. Parking Complaint Issue – Did not have much of a solution with parking problem of Matt Brink. Only way to have police enforce is if HVHA installs no parking signs on each end of cul de sac. HVHA Board will intervene with resident as a group. Still try to work this out by neighbors respecting each other. Jonathan will email Matt.

- A. Is everyone aware of everything that has happened with this?
- B. Do we need to talk with a lawyer to prepare for any future steps?
- C. What is our next step?

IX. Nextdoor – <http://highlandvillagewi.nextdoor.com>



53 members from 45 households, roughly 27% of our neighborhood (list attached)

X.

SG moved to Adjourn. MM seconded the motion.

Next meeting is Wednesday, January 15, 2014 7:00 PM – 8:00 PM