

Highland Village Homeowners Association Meeting Minutes

Date: Wednesday, January 15, 2014

Time: 7:00 PM – 8:00 PM

Location: Westside Police Station

Board Members Present: Jonathan Whalley, President; Sabrina Gentile, Secretary; Marcia Melotte, ACC; Tracy Price, Vice President; Aine Calgaro, Newsletter Editor and Block Captain.

Board Members Not Present: Zheng Wu, Treasurer.

I. **Rabbits** – The Board had a discussion about rabbits that are in a fenced in area in yard of 7453 West Valley Ridge Road. This is not in compliance with HVHA Covenants. Tracy has received two complaints from residents. Tracy and Jonathan will contact the resident to let them know they are not in compliance and ask them to remove the rabbit pen. The rabbits can live in the house of the resident but not in the backyard.

II. **CAM** – Zheng received a bill from Bruce Company for \$50 for salting. Zheng did not pay the bill and residents are not allowed to call Bruce Company for salting their property. Tracy is going to contact Bruce Company to find out more information and let Bruce Company know that they should only salt when a Board member asks them to salt. Snow removal has been great this year. HVHA Board has not received any complaints about snow removal.

III. **Newsletter** –

Mail – Aine will mail newsletter in early March because Annual Meeting is on April 9, 2014.

Elections – Aine will include in newsletter that there are three spots open for Board Elections. Sabrina Gentile will run again. Aine Calgaro has decided to not run again. Tim Trpkosh resigned from the Board in September. The Board will need two new members. The term is 2 years.

Party – Marcia is going to contact Emily about planning a party in early summer. Jonathan suggested that Marcia use Nextdoor website resources for party planning and promotion.

Other Items – Aine will include the usual items in the newsletter – Nextdoor website information, parking, garbage/recycling, google group, website.

IV. **Annual Meeting Invites** – Sabrina will invite Lisa Subeck to annual meeting. Aine will invite Ronn Ferrell to annual meeting. Jonathan will invite a Madison Police Officer from the Westside Police Station.

V. **Welcoming Committee** – Marcia will look at city assessor page for recent sales in neighborhood so HVHA can present them with a welcome to HVHA packet.

VI. **Parking Issues** – The Board had a discussion on how to solve parking violations.

Jonathan will draft a letter about what happens when you have a parking violation (outlined below).

Aine will get letter printed and mailed out to every resident (separate from the newsletter).

The letter will outline parking restrictions and rules and list the procedure for parking violations.

The letter is the first step to begin the remedy process as outlined in C-22 of the covenants. Written or verbal warning from board/board member. Wait 10 days, if problem persists, the Board will send registered letter of the violation with date of resolution and if that is not met, the \$25 penalty per violation/day begins. We will likely have to do this for all violations/complaints, not just with parking.

VII. **Firewood storage** – The Board had a discussion on firewood storage. There have not been any complaints about firewood storage.

Next meeting is Wednesday, April 2, 2014 from 7:00 PM – 8:00 PM at Marcia's house. This is the pre-meeting before the Annual Meeting. ***Need to discuss putting out signs for annual meeting reminder.***

Annual Meeting is Wednesday, April 9, 2014, from 7:00 PM – 8:30 PM at Westside Police Station. The room will open at 6:30 and we have the room until 8:30.