

Highgate on the Lake
Annual Meeting Minutes
September 12th, 2015 9:30 am at the park

Board members present at the meeting: Eric Madison, Phil Wilson, Jake McDermott, Abu Elteriefi, John Pavelko

Meeting called to order 9:36am by President J. Pavelko.

Meeting Minutes

Board approved meeting minutes from the 2014 Annual meeting were posted on the HOTL website last year following the meeting. Printed copy was available at this meeting for homeowner review, but was not read out loud in the interest of time.

Quorum and agenda

Based on the sign in sheet there were at least 14 homeowners present for this meeting constituting a quorum. J. Pavelko provided an agenda to be distributed among present homeowners. Notice of the meeting was included in the annual dues notice mailing in the Spring, posted on the HOTL website, Facebook site, and signs were posted along Chantclair Circle.

Miscellaneous Business

- 1.) Tree replacement: The board has been discussing over the past couple months the need for a tree replacement strategy in the commons area, specifically along Loon Lake Rd. Copies of the proposal were distributed for homeowner review by A. Elteriefi. J. McDermott provided background and context for the proposal. Finalizing the proposal and cost estimates as well as developing a strategy to pay for the proposal is on the agenda for the 2015-16 board.
- 2.) Beach path repair: Beach path was damaged by the truck that delivered additional sand to the beach this year. J. McDermott has obtained a quote for spot repairs and will submit it to the board for review. It was communicated that the board will determine the best course of action to improve the current state of the path.
- 3.) Updated copies of homeowner directories were brought to the meeting by Jen Mulder. If updates to the directory are needed, Jen can be contacted.
- 4.) Variance concerns: A couple variances have recently been reported to the board via multiple methods of communication. J. Pavelko invited homeowners to provide information on known variances to the board, but also requested that any report include a proposal on how to resolve them. Often board members are not aware of variances and what circumstances surround them, so neighbors can offer best insight on why they occur or how best to deal with them. Attempts are being made to address known variances. The board requests that homeowners remain patient as it is determined how best to deal with them.
- 5.) Bees continue to be present in the sand area of the playground and this is a concern of some homeowners. The board is looking at options on how best to deal with them safely and alternatives to prevent re-occurrence.

Officers Reports

- A.) **Beach** (J. McDermott) – Requested help from homeowners for dock removal in the 2 weeks following the annual meeting. Volunteers can see Jake. Update provided on the status of the damaged beach path (see Miscellaneous Business section of these minutes).
- a. A homeowner mentioned that the weeds in the lake near the beach seem to be overgrown this year. Jake stated that the pattern for weed control treatment has been every other year for the past few years. DEQ permits are required as part of the process. This year was an off year and therefore it hasn't been treated this year. The board will look into whether we should return to an annual treatment pattern.
 - b. A homeowner mentioned that they were concerned about a dead tree that is currently standing near the beach. The board will look at the tree in question, and if on commons property, will determine the best course of action to deal with the concern.
 - c. The fallen branch/tree adjacent to the beach (behind the Eastern beach sign) has been determined by the board to be out of the way. Previous conversations have occurred within regular board meetings and the plan is to use our Fall clean up event to work on the fallen branch. J. McDermott will attempt to coordinate someone that can handle some of the heavier cutting and removal with the clean-up event.
- B.) **Treasurer** (E. Madison) – Latest budget status was presented by E. Madison. Copies are available for homeowners upon request.
- a. 5 homes remain unpaid for 2015 dues – direct contact by a board member has been attempted with all 5. Late fees apply to all. Board will determine any further required actions.
 - b. Current account balance, with a few loose ends remaining from 2015 FY, stands at approximately \$24,500. This is largely due to the capital improvements fund that has been building.
 - c. Homeowner survey posted earlier this year is still available and active online. Some feedback has been received from homeowners and will influence the planning priorities of the board in the coming year.
- C.) **Parks/Commons** areas (A. Elteriefi)
- a. Fall clean up confirmed for Oct. 10th - meet in the park. If you cannot make the date, contact Abu to see what can be done before or after the date.
 - b. Summary of 2014 Fall and 2015 Spring clean ups was given by Abu.
 - c. Abu will order the dumpster from the city for the Fall clean up.
 - d. Homeowner participation is desired and needed. This is one of the reasons the Fall clean up dates were set and communicated back in April with the dues notice mailing.
 - e. The board is discussing ideas to improve participation numbers.
 - f. A homeowner requested that the board re-instate the email notifications for coming events (like clean-ups) and board meeting minutes posting for those that do not use Facebook or remember to go look at the website.
- D.) **Secretary** (P. Wilson) - Offered to provide hard copies of meeting minutes to those that directly request by providing mailing address to P. Wilson. To ensure homeowners are on the HOTL email distribution they can submit their email address through the website or directly to one of the board members.
- E.) **Website and Social** officers not present

Election of Directors

Two Director positions are vacated as of Sept. 2015 due to the 3 year term ending for two Directors. Request for volunteers made by J. Pavelko. Jen Mulder and Lynn Klimczak volunteered for the Director positions. J. Pavelko made a motion to elect/affirm Jen Mulder and Lynn Klimczak to a three year term as Directors. No objections from homeowners present. Motion passed. Officer responsibilities will be assigned at the first board meeting of the new board (September 2015).

Meeting adjournment

Motion to adjourn made by J. Pavelko. P. Wilson seconded. No objections. Meeting adjourned approx. 10:25am. The September board meeting will be held immediately following this annual meeting in the park.

Respectfully submitted,

Phil Wilson