

## **2024 Highland Forest Homeowners Association Annual Meeting Minutes**

The 2024 Annual Meeting of the Highland Forest Homeowners Association (HOA) was held at 9:30 a.m. on Saturday, March 2, 2024, at the Corporate Parkway Library.

**Attendance:** A total of four homeowners representing 3 of the 33 Highland Forest homes were present at the meeting. Following is a list of those present at the meeting:

### **Board Members**

Emily Albers (406 Highland Meadows Pl)  
Frank Martell (307 Highland Meadows Ct)

### **Homeowners**

Jenn Cohen (407 Highland Meadows Pl)  
Martin Solomon (301 Highland Meadows Ct.)  
Terry & Jennifer Foster (318 Highland Meadows Ct)

### **Introductions and Agenda Review**

The meeting began at approximately 9:33 a.m. Board members Emily and Frank welcomed everyone to the annual HOA meeting and introduced themselves. (Dave was not in attendance due to funeral services.)

### **Review of Finances for 2023**

The ending balance from the January 1 - December 31, 2023, statement is \$9,560.71. 2023 expenditures consisted of annual HOA general and meeting expenses, welcoming packets, monument electric expenses, common ground maintenance, liability insurance for HOA officers, and HOA management fees.

### **Collection of Annual Fees**

The HOA account has continued to grow each year and with minimal expenditures, the idea to lower or remove yearly fees was discussed. The board will communicate with City and Village to determine what is the appropriate reserve to have available. If we have the necessary reserve, the yearly fees may be reduced to prevent continual growth.

### **New 2024 Business**

#### **Board Changes/Nominees**

All homeowners in attendance were in support of Emily Albers being re-elected to the position of President. She will be serving this position for the next three years. The treasure position will be open for election next year.

### **Neighborhood Gatherings**

If any homeowners are interested in putting together any events, please let the board know. We have hosted spring barbeques and fall chili cook offs in the past but with busy schedules, nothing has been offered in the last year.

- Martin Solomon offered to look into using a pavilion at Lake St. Louis to have a “day at the lake” for a summer activity. This could be catered for those who RSVP for families to come and enjoy.

### **Indenture Review**

The importance of upholding our indentures was discussed and how it directly correlates with the values of our homes. Any repair or replacement that is being completed due to the storm in September, should have board approval if the work is not the same or very similar. Any requests that are submitted to the board should include blueprints/measurements of work to be completed as well as materials to be used. Please allow a reasonable amount of time for the board to discuss and make decisions before starting any work or purchasing materials. In the event the board is not able to make a decision or would like to seek additional guidance, they will forward requests to the Architectural Review Committee that was formed last fall.

### **Additional Topics**

#### 1) Maintenance Items:

- a. Mildew/Mold Growth - The North sides of our homes are susceptible to mold growth, please check and remove as necessary.
- b. Garage Doors - Many are faded and need to be painted.
- c. Real Wooden Shutters - Make sure stain is renewed.
- d. Real Wooden Fences - Make sure stain is renewed.
- e. Trash cans - Need to be kept inside the dwelling.
- f. Landscaping - Needs to be maintained to keep up aesthetics of the neighborhood.

#### 2) Outdoor projects:

- a. Please make sure to submit a request to the HOA Board before making any changes to your property. Also, if you plan to have any dumpsters, trailers or similar items parked for an extended period of time please notify a member of board so we can address any issues this may present.

### **Homeowner Comments/Suggestions**

There were no homeowner comments.

### **Attendance Prize**

An attendance prize was offered to promote better attendance at the meeting. Terry and Jennifer Foster were the winner of this year's attendance prize.

### **Meeting Adjourned**

The meeting was adjourned at approximately 10:10 a.m.

Meeting minutes recorded by E. Albers