

**Hiller Highlands Four Association  
Board of Director's Meeting Minutes  
May 16, 2007  
Highlands Country Club, Main Assembly Room**

**Meeting called to order at 7 PM.**

**BOD Attendees:** Bob Kuzma, Pauly Langguth, Dick Saalfeld, Tom Kremen, David Spellmeyer

**Other attendees:** Barbara Schindler, Gordon Seligson, Cheryl Brodsky, Helen Marshall

**Old Business:**

*Reviewed and approved March minutes*

**New Business:**

Gordon Seligson was selected by the Board to serve as the Election Inspector, in accordance with the new state law election requirements. Gordon opened the inner-envelopes and counted the mail-in ballots.

Number of Ballots returned: 57 of 80

***Result: Membership majority requirement satisfied***

Ballot proposal to amend the Bylaws in accordance with the new State Laws:

56 votes in favor of all proposed changes; 1 against all proposed changes

***Result: Bylaws are hereby amended***

Votes for Board Positions:

54 for Bob Kuzma, 57 for Pauly Langguth

***Result: Bob Kuzma and Pauly Langguth are elected to a two-year term***

Gordon will certify the election as valid in a separate document.

**New Board Positions selected**

Bob Kuzma has decided to step aside as the Association President and ACC Chair. David Spellmeyer agreed to serve as President for the 2007-2008 term. Pauly Langguth will replace David as Secretary, and Bob Kuzma will replace Pauly as Treasurer. The Board unanimously agreed to the new assignments. The new composition of the Board, and committee chair assignments are as follows:

President: David Spellmeyer

Secretary: Pauly Langguth

Treasurer: Bob Kuzma

Vice Presidents: Dick Saalfeld & Tom Kremen

ACC Chair: George Innes

ACC Committee Members: Bob Kuzma, David Spellmeyer, Keith Beckwith, Helen Marshall, Susan Tianen

Landscape Chair: Barbara Schindler

Streets and Lights Chair: Gordon Seligson

Parking Chair: Dick Saalfeld

CORE Representative: Helen Marshall

### **Bentley School CUP update**

- The Board reviewed and approved the letter to City officials stating our opposition to Bentley's CUP & Notice of Participation for the EIR as follow-up to HOA Annual Meeting voice vote to send letter.
- Agreed previously to provide \$500 to Neighbors for Safety in Hiller Highlands to support the EIR effort related to Bentley School Conditional Use Permit

### **ECHO Annual Meeting attendance**

- **Approved** to send up to 4 people to annual meeting (\$75.00 each)
- Helen, Cheryl, Barbara, and George will be added to ECHO magazine distribution list (DS/PL action)

### **Summer/Fall Social Activity**

- Discussed volunteering to host a Hiller-wide social, maybe with CORE and/or at the Gateway

### **Common Area Easements**

Due to changes in State Law, all future grants of "Exclusive Use of Common Area" must receive 67% vote from membership. Existing easements which have been granted must be documented in Association records. Since most Association documents were burned in the fire of 1991, the Association must document all pre-existing easements into common area. The Board documented and formally approved a previous e-mail vote of April 28, 2007 to:

- legalize the existing extensions into common area property that have not been recorded with the City, or whose records have been lost, and
- transfer the burden of management and maintenance of any common area that is generally inaccessible and is not of general use to the membership at large of the association.

This action, recommended by Ann Rankin, the Association Attorney, is to formally recognize in Association records the legal easements previously granted to various homeowners to have the exclusive use of certain common areas near their units. These areas are usually extensions of rear patios which were rebuilt to previous dimensions after the fire. Before the rebuilding of these existing structures can be permitted, a "Hold Harmless and Indemnity Agreement" must be recorded with the City if one doesn't already exist.

The specific areas include: side patio area of 22SH, side path of 2CH, rear area of 6679CX, rear patios of 25SH, and 57SH. The brick path behind 23SH is not an easement and is considered Association common area property. Any future granting of easements must receive the 67% vote of membership as required by the new law.

### **Treasurer's Report**

- Current financial summary (in process for move to QuickBooks)
- Reserve analysis
  - Bob Kuzma in negotiation to have reserve study group to have analysis completed
- Delinquent assessments
  - 4 Homeowners are delinquent and will be sent late payment notices

- One homeowner remains delinquent (APN # 48H-7588-49)
  - **Approved:** proceed with a lien on home

## **CORE**

Helen Marshall agreed to be HHIV CORE representative. (Thank you!) Bill Hunt will contact and train Helen.

## **Standing committee reports**

- ACC Committee
  - George Innes taking over as Chair, Bob, David, Helen, Cheryl/Sue
  - Garage door standard paint schemes continue to be an issue. All non-standard doors painted or installed in the past two years will be required to come into compliance by the end of this year.
  - Inspections due to be completed in June
- Landscape Committee
  - Homeowner at 67 SH has kept garbage on common area for at least four weeks now. Bob Kuzma to send official letter about construction, garbage cans, plant replacements, etc.
  - Received some complaints that Cleary personnel did wear uniforms. Requested that they work in uniform.
- Parking Committee
  - Discussed ongoing parking problem at 65SH/67SH/72SH, where road is blocked, pull outs are always full, cars parked on driveways, posing a safety issue
  - Dick Saalfeld and David Spellmeyer to send official letter to come into compliance with parking
  - Cars at 65 SH and also on Charring Cross reported broken into
- Streets and Lights – no new business

## **Adjourned at 8:25 PM**

Mental Notes for later (to be removed when approved)

First quarter bulletin about the Annual Meeting and the importance of attending, station people at the glass doors to direct people to the badges

CORE article

Courtesy to your neighbors in Bulletin