



Property Manager's Summary of the January 11, 2021, Board meeting.

- As a result of the refinancing of the current mortgage, Management will be investigating investment firms for consideration of investment of the proceeds from the mortgage refinance. The board wants the investments to be no risk or very minimal risk options. There will be more discussion at the next Board meeting.
- Management is soliciting bids from James Gromer and Randy Pentiuk to handle future landlord tenant cases. Highlands was informed by Michael Kluck and Associates that they will no longer be handling landlord tenant cases.
- Management will be presenting the results of the hard wiring of the porch lights survey at the February Board meeting. The Board will discuss how to precede.
- At the November Board meeting a decision was made to award the contract with Ayles Tree Service for the removal of 27 spruce and 2 Maple trees. Due Covid-19 Management was not able to execute a contract, their company was forced to close indefinitely. Mark Robert obtained a bid from Wright Way Tree Company for \$6,050 which includes the stump removals. The board approved rescinding the Ayles contract and approved Wright Way to do the tree removal at a cost of \$6,050.
- The board confirmed the items they want in the camera policy and management needs to work on a draft to present to the board. They are as follows:
 - Wireless/battery back up being plugged in would be allowed.
 - Double stick tape being used to mount the camera to a window, not allowed to attach to the window trim (the member would be responsible for any damage caused by the adhesive), or in the flower bed on a pole, or back Member owned privacy fence.
 - They would not approve any holes being placed in the brick or siding.
 - Only Wi-Fi cameras allowed.
 - No signage required but could be allowed inside the home.
 - Only one camera allowed in the front and one in the back.
 - Doorbell cameras allowed and not considered the one camera in the front.
- The board approved not holding the annual board meeting on March 7th and it will be discussed at each upcoming board meeting if the Covid-19 situation changes to determine a date to reschedule. Notice will be going out to the Members by US mail after the February Board meeting.

- The board approved purchasing Microsoft Teams at a cost of \$60 for the license and \$48 for the audio capabilities to replace current Google Meet being used to conduct monthly Board meetings.
- The board approved the five-year contract (2021 to 2025) with Green Point Consulting in the amount of \$217,582 which does not include the 5% discount of \$10,879 for a total out of pocket of \$206,703 for the five years. This will be appropriately \$41,000 per year for the next five years. Green Point Consulting is the firm that provides the lawn fertilization /pest management program, flowerbed weed control program, and the tree & shrub plant health care monitoring /treatment program.
- Next Board meeting scheduled for February 15th at 7:00 p.m.

Board minutes for this meeting will be approved at the next Board meeting and then posted on the website within 5 days of the meeting.

If you have any questions, feel free to contact Nanette Miller at 517-882-0333, ext.3.

Nanette Miller
Property Manager