

# **HIGHLANDS COOPERATIVE ASSOCIATION**

## **Open Minutes**

### **January 11, 2021**

**Board Members Present:** Ellena, Heist, James, Moles, Ramon

**Board Member Absent:**

**Management Present:** Miller, Sinicropi, Thompson

**Meeting called to order at 7:02 p.m. (Meeting conducted through Zoom.)**

#### **Management Report - Agenda Items**

##### **Open Minutes**

Ramon moved to accept the minutes from the November 16, 2020 meeting as written.

James seconded.

Motion Carried 5-0.

##### **Microsoft Teams**

Heist moved to approve the purchase of Microsoft Teams at an annual cost of \$60 for the license and \$48 for the audio capabilities to replace Google Meet that we are currently using. Members will have access also for the open session. Ramon has used this software and he highly recommends it. Ellena seconded.

Motion Carried 5-0.

##### **Camera Policy**

Miller asked the Board if there are any other items that should be included in this policy. No additional items were suggested. She will have the new policy ready to approve at the February 2021 meeting.

##### **Evergreen Tree removals**

Miller said that Ayles Tree Service is not going to be able to remove the 27 Spruce and 2 Maple trees on the property due to having to shut down indefinitely and Covid-19 restrictions. Heist moved to rescind the bid of \$5,615 approved for the Ayles Tree Service contract and move to accept the bid of \$6,050 (which includes stump removal) from Wright Way Tree Company to remove the trees. Robert said that the work could begin at any time, depending on the condition of the ground. Ramon seconded.

Motion Carried 5-0.

### **Hard-wiring of porch lights**

Miller said that there were a lot of written comments concerning the porch light survey given to the Membership in December. She thinks that the Board should review the comments before making any decisions on hard-wiring. This will be presented at the February meeting.

### **Member Concerns**

#### **Sue Pride, 6116 Balfour**

Sue asked again if it was possible to have cameras installed in each of the parking lots for security? Miller said that Highlands is checking into three companies that offer this service.

Sue has noticed recently cars in her parking lot that are in and out very fast then gone. One of her neighbors has noticed this also. Something is being exchanged when this happens. Officer Tocco was contacted.

Sue commented about the awesome job being done with the snow removal.

### **Old Business**

#### **Crime Mapping**

Miller provided the most recent crime mapping reports from November 12, 2020 to January 8, 2021 for review.

### **New Business**

#### **Annual Meeting**

A discussion was had concerning the Annual Meeting on March 7, 2021. Heist moved not to have the meeting on that day due to the pandemic and to reschedule when the weather is better and the meeting can maybe be held outside. Miller will notify the Membership. Ramon seconded.

Motion Carried 5-0.

**Adjourned at 7:52 p.m.**

Respectfully Submitted,

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Mary P. Heist, Secretary, Board of Directors  
Highlands Cooperative Association