

HIGHLANDS COOPERATIVE ASSOCIATION

Open Minutes

July 17, 2023

Board Members Present: Barlow, Butler, Ellena, Heist

Board Members Absent: Smith

Management Present: N. Miller, V. Miller

Meeting called to order at 6:36 p.m.

Management Report – Agenda Items

Open Minutes

Butler moved to approve the minutes from May 15, 2023 as written. Ellena seconded. Motion Carried 4-0.

Interplay Learning for Maintenance Staff

Butler moved to purchase an internet-based Interplay Learning program for the maintenance staff. The cost is \$350.00 to \$400.00 per person (to include the two current maintenance employees and the third maintenance person when hired). The program shows step by step procedures for learning purposes. Ellena seconded.

Motion Carried 4-0.

Board of Water and Light Rebates

N. Miller contacted Brandon Kawalec with Michigan Energy Options about rebate programs with Board of Water and Light. Brandon is working on a flier for Highlands to distribute to the Members for rebates that they would be eligible for (i.e. central air tune ups, new washer, new dryer, lights, etc.). Highlands may qualify for rebates on the new refrigerators for Members not paying the surcharge.

Xfinity Service/Marketing

Xfinity is offering Highlands a contract for exclusive marketing for their Internet service for 13 years. The agreement compensates Highlands a lump sum payment of \$62,100 (\$150 per unit) and a monthly support fee of 4% of the Members using Xfinity Internet. This was approved in the Executive session today.

New

New Furnaces

The installation of the new furnaces has been completed by Parker Arntz.

New Doors, Stoves and Refrigerators

The installation of the new doors, stoves and refrigerators is currently being worked on. There were some stoppages due to supply issues.

Youth Program

Butler informed the Members in attendance of a new youth program at the Antioch Church on S. Washington. He would like to put this in the Highlands Calendar to advertise this to the Members. The dates are September 10th, November 12th and December 10th. These are positive/safe activities for youth to attend.

Old

None.

Member Concerns

Sheila Kniffen, 6267 Balfour

Sheila asked if the monthly calendar can be turned top side up so that it is easier to read. It is sideways now and hard to read. N. Miller told her that the print would be much smaller and not easy to read, if the top side is up.

She also thanked the maintenance staff for taking down the leaning tree.

Sheila turned in an Alteration Permit recently and hasn't heard if it was approved or not. N. Miller told her that she should get an answer soon.

Linda Masters, 6222 Balfour

Linda commented that there are only 5 visitor spots in her parking lot. Some Members have 2 vehicles and use these spots. Some of her older friends have a hard time walking and sometimes have to park in areas further away. N. Miller responded by saying some parking lots have many non-numbered spots and some do not. Linda could mention this to the Members in her area, however, this cannot be enforced by management.

Romy Rodriguez, 6235 Haag

Romy asked about the yellow caution tape around the swing sets in his area. N. Miller said that the swing sets are going to be taken down soon and the yellow caution tape removed, too.

Meeting Adjourned 7:15 p.m.

Respectfully Submitted,

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