

HIGHLANDS COOPERATIVE ASSOCIATION

Open Minutes

August 18, 2025

Board Members Present: Heist, Kniffin, Rodriguez, Smith, Sorrells

Board Members Absent:

Management Present: N. Miller, V. Miller

Meeting called to order at 6:35 p.m.

Management Report – Agenda Items

Open Minutes

Kniffin moved to approve the minutes from July 15, 2025, as written. Rodriguez seconded.

Motion Carried 5-0.

Cooperative Conflict of Interest Policy

Kniffin moved to approve the updated policy with one correction. Rodriguez seconded. M. Heist (secretary) signed the policy after the correction was made.

Motion Carried 5-0.

Concrete Projects on Property

The City of Lansing contacted Highlands concerning the crumbling pad underneath the recycling bin. It needs to be repaired for them to continue to empty it. Kniffin moved to approve L. Smith's earlier approval to move forward with the project at a cost of \$23,000. Thelen Concrete put in a 40' x 50' pad with 4" of sand, highway mesh and 6" of 7 sac high pressure mix concrete. Rodriguez seconded.

Motion Carried 5-0.

Rodriguez moved to approve spending the remaining budgeted amount of \$23,000 for other concrete work on the property. Thelen Concrete will be doing the additional concrete work. Kniffin seconded.

Motion Carried 5-0.

Cable Installation at Dumpster area

Management updated the Members and Board of how things will be handled with the installation of the cable in front of the area to the trash bins. We are hoping this greatly reduces non-Members from dumping their trash. The cable will only be used on weekends. An email and letters will be sent to Members explaining the changes.

New

None.

Old

None.

Member Concerns

Linda Masters, 6222 Balfour

Linda said that food was left in her yard again today. Someone used spray paint on the sidewalk near her car and yards not being taken care of with regards to weeds, toys and junk. She said that nothing has changed since she mentioned these things at last month's meeting and sent an email to the Office.

Amy Jo Powers, 1738 Georgetown

Amy Jo mentioned that the light is out by the pavilion on the hill in Georgetown Park. Is this a BWL issue? No, the Lansing Parks and Recreation needs to be contacted.

Sue Pride, 6116 Balfour

Sue asked if the income reviews were done yet? She did not get a letter after she turned hers in. Yes, the income reviews have been completed. Letters are only sent when there is an increase and the Member will need to pay the surcharge.

She also asked about the beneficiary forms that can be used to name a beneficiary for your membership upon your death. When will this be updated? N. Miller said that we are still working with the attorney and the form should be approved in the next few weeks.

Sue said that behind her townhouse, there are trees growing in the eve troughs. Can the grounds staff look into this? N. Miller said she will let them know.

Terri Adams, 6308 Haag

Terri made the suggestion to look for the Highlands parking sticker to see if people taking trash to the trash bins are a Member or not. N. Miller said that she doesn't want Members doing this since it will draw attention to yourself and you don't know how people will react to you monitoring them.

She also asked if there would be a way for Members to let other Members know that they have plants they don't need so that they are not just thrown out. N. Miller said she will coordinate posting information in the newsletter to arrange the exchange.

Meeting Adjourned 7:10 p.m.

Respectfully Submitted,

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