

HIGHLANDS COOPERATIVE ASSOCIATION

Open Minutes

September 15, 2025

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

Board Members Absent:

Management Present: N. Miller, V. Miller

Meeting called to order at 6:33 p.m.

Management Report – Agenda Items

Open Minutes

Kniffin moved to approve the minutes from August 18, 2025, as written.

Rodriguez seconded.

Motion Carried 5-0.

2025/2026 Budget

The budget for 2025/2026 reflects a monthly increase of \$30 per Member. V. Miller went over the items that caused the increase. Insurance, Property Taxes, Fuel, Electricity and Water all had large increases. Letters will be mailed to the Members on October 1, 2025. Rodriguez moved to approve the budget. Sorrells seconded.

Motion Carried 5-0.

Occupancy Agreement Addendum

N. Miller presented an Occupancy Agreement Addendum to replace the current Beneficiary form (in the event of death of a Member) for the Board to review. There are several corrections that need to be made. N. Miller will make the corrections and bring it back to be approved at a future meeting.

New

None.

Old

Cable Installation at Dumpster area

Management gave an update after the first weekend with the cable used at the dumpster area. There was a major decrease with the amount of trash that was disposed of and the staff was very happy not to have to spend time clearing trash on Monday morning. After viewing the video from over the weekend, some vehicles turned around and left after noticing the chain.

Member Concerns

Kari Burgess, 1608 Georgetown

Kari asked when the mulch will be delivered? N. Miller said that she is not sure when this will be done. Members can call the Office and request a delivery of mulch. Otherwise, alerts will be sent out as areas on the property are scheduled.

She also, asked about air duct cleaning. Is this something that Members can have done? Yes, Members can contact a reputable company to have their air ducts cleaned. An Alteration Permit is not required unless something is being cut.

Meeting Adjourned 7:02 p.m.

Respectfully Submitted,

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