

# *Highlands at Mechums River*

Detached Home Owners Association, Inc.  
PO Box 429 Crozet VA 22932-0429

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## **Minutes of the Annual Meeting of the Highlands Detached Home Owners Association**

Date: 23<sup>rd</sup> February, 2006

Time: 1900 – 2000

Venue: Crozet Elementary School Cafeteria

### Participants:

Timmy Scarborough (TS), President, Highlands Detached HOA

Susan Mangan (SM)

Michael Mangan (MM)

Brian Davis (BD)

Geoff Archer (GA)

Kamaljeet Saini (KS)

Jennifer Nelson (JN)

Indar Rikhye (IR)

Cynthia Rikhye (CR)

Doreen Satterwhite (DS)

### Proceedings:

The meeting commenced at 7:00 PM on the 23<sup>rd</sup> of February, 2006 at the Crozet Elementary School Cafeteria. After a round of introductions amongst the members present at the meeting, the following agenda items were agreed upon:

1. Opening statement by the president.
2. Appointment of new board members (Treasurer and Secretary) for the association.
3. Issue of several dog owners failing to clean up after their pets.
4. Speeding in the neighborhood.

TS noted that the association was behind on its payments due to the extended absence of the secretary cum treasurer. In order to rectify the situation, the bank requires the authorization from the members of the association to transfer the funds from the existing account to a new account and release the funds. The members present at the meeting granted such an authorization.

The current secretary/treasurer was removed from the position.

KS was appointed as the new treasurer, effective immediately.

SM volunteered to assist in updating and maintaining the homeowners' packet. The goal shall be to create an electronic version of the packet contents, which will be updated with a current version of the balance sheet, as required. This should streamline the process of distributing the packet to new homeowners.

SM agreed to fill in the position of the board secretary.

TS, SM and KS to set up a new bank account for the association. More than one person should be authorized to operate this account in order to prevent a similar situation from recurring in the future.

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There was a general discussion regarding the issue of several dog owners failing to clean up after their pets. CR volunteered to purchase street signs reminding dog owners to clean up after their pets. She will be reimbursed for the signs. Other measures will be considered if this measure fails.

The establishment of a Detached Home Owners Association web-site was taken under consideration. The web-site could serve as a forum where neighborhood news and issues affecting the community at-large could be posted. SM is the coordinator for this effort. All suggestions regarding this should be directed to her.

The meeting adjourned at 8:00 PM.