

# the Bugler

Highleah Townhouses, Inc. • 2001 W. Pembroke Crescent, Independence, MO 64057

## Board of Directors

Jim Legge  
President  
(Newsletter & Pet Complaints)

Marsha Clark  
First Vice President  
(Security)

Angela Morris  
Second Vice President  
(Pet Registration)

Dr. Diann Taylor  
Treasurer  
(Educational Grant)

Dan Hastings  
Secretary  
(House and Grounds)

## Handy Phone Numbers

Highleah Office  
816-257-0070

Maintenance Emergency  
913-894-3441

Security Patrol  
816-916-7634

Police (Non-Emergency)  
816-325-7300

Natural Gas Company  
816-756-5252

Power & Light Service  
816-325-7930

Animal Control  
816-325-7205

Citizens Information Center  
816-325-7000

## UTILITIES

Dec. 4, 2009 - Jan. 13, 2010

Water/Sewer: \$10,098.12

Electric: \$1,064.52

## BOARD MEETING, January 25, 2010 NEWSLETTER MINUTES

Jim Legge, president, called the meeting to order at 6 p.m. Other board members present were Marsha Clark, first vice president; Angela Morris, second vice president; and Dan Hastings, secretary. Also attending were Carol Gibson on-site manager; Gina Cowan, assistant on-site manager; Kevin McQuade, maintenance superintendent; Carmen Detherage with Linville Management Services, Inc.; Dudley Leonard, cooperative attorney; and Todd Winborn, head of on-site security.

Three members signed in. Jim welcomed them. Jim read aloud the open session minutes from the Nov. 16 board meeting. The board reviewed and approved the minutes as written.

Carol discussed the on-site manager's report. In November, there were 34 statements of credit, 46 statements of charges due and one attorney referral. In December, there were 34 statements of credit and 34 statements of charges due. In January, there have been 36 statements of credit, 32 statements of charges due and one attorney referral. Two evictions have taken place and there were 29 defaults in December and 36 defaults in January.

A total of 10 installation permits have been approved and one denied. Forty-nine recertifications have been completed from November through January. Three reasonable accommodation requests have been completed and two have been approved.

The spring yard sale will be on Saturday, May 22.

The board voted to accept Carol's report as written.

Kevin discussed the maintenance report. In November, 193 work orders were completed. Palmer Lawn Professionals mowed the grass twice and completed leaf removal and cleaning of the gutters throughout Highleah. In December, 134 work orders were completed and there were three move-outs and three move-ins. Snow removal was a challenge because the truck broke down on the first bad snow and snow was excessive with ice build-up underneath.

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## NEWSLETTER MINUTES CONTINUED...

Palmer Lawn Professionals applied salt and sand twice during the month. Maintenance has applied 70 bags of ice melt so far this winter. Seven rehabs are underway. Four of these are completed.

Classic Roofing bid \$13,915 on a new roof for building #26, 18029 through 18035 Croyden Lane. The board voted unanimously to approve the bid.

Highleah Apartments cut a section of the cooperative's new fence on the north side at the intersection of Pembroke Crescent West and Westchester Branch. They have cut the fence open and peeled back a section of the fence so they can have easy access to their maintenance garage.

Dudley said he would look at the survey recently taken of Highleah property and send a letter to the apartment management company.

Renovations started on January 19 and the work is going well.

The board voted unanimously to accept the maintenance report as submitted.

Angela reported for the Pet Committee. She has received 29 updates from members. Twenty-seven letters have been sent out to members requesting updated information.

Jim opened the floor to member comments and the renovations were discussed.

Jim thanked members for attending and the open session ended at 6:25 p.m.

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### REMINDER ABOUT HOLIDAY LIGHTS

Please remember to take your holiday lights down if you haven't already done so.  
All lights and decorations are to be put away by February 1. Thank you.

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# SERVICES FOR HIRE

## Helping Hand Housekeeping

Got work?

I clean in depth when you don't have time.

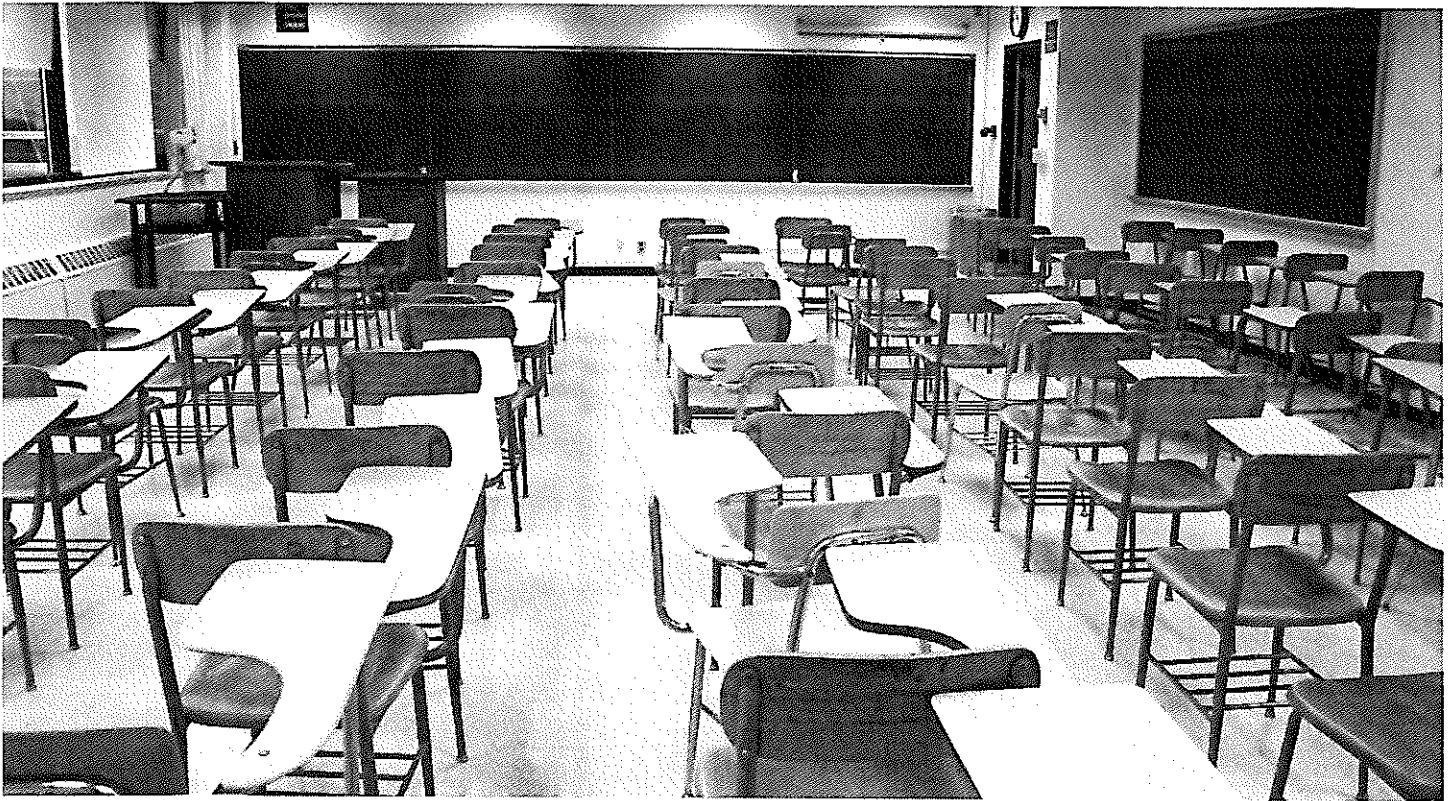
Or maybe you're just not able anymore.

You may know someone who needs a hand.

I'm here to help.

Call D. Christine Liley at 816.863.5424.





## **Education Grant Applications Available**

Information sheets and application forms are available in the office for students who wish to apply for the \$500 education grant. Applications, essays and transcripts must be received in the office no later than March 15 sent to the attention of Dr. Diann Taylor, education grant. The student must make arrangements with a high school administrator to send an official student transcript to the office.

Family members of students must be in good standing at Highleah. The grant is awarded to high school graduates who will be attending an accredited college, university or trade school in the summer or fall.

## **Sign Up for Selection Committee**

Members who wish to participate in the student selection process for the education grant should submit a letter of intent to include the reason the member wants to serve on the committee along with their address and telephone number.

Letters must be received in the office no later than March 15 sent to the attention of Dr. Diann Taylor, education grant.

# **YARD SALE SLATED FOR MAY 22**

Look for bargains throughout the cooperative all day long on Saturday, May 22.  
That's the date for the annual cooperative yard sale.

# FEBRUARY 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Carrying Charges Due	2	3	4	5	6
7	8	9	10	11 Late Fees Applied	12	13
14	15 Office Closed President's Day	16	17	18	19	20
21	22 Attorney Referrals Board Meeting OPEN SESSION 6 PM	23	24	25	26	27
28						