



Highleah Highlights

2001 Pembroke Crescent West Independence, MO 64057

PHONE (816) 257-0070 FAX (816) 257-2639
www.highleah.com

Board of Directors

Marsha Clark
*President
(Security)*

Dorinda Meihls
*First Vice President
(Pet Committee)*

James Windhausen
*Second Vice President
(Educational Grant/Newsletter)*

John Baggs
*Secretary
(Community Relations/Activities)*

Todd McQuade
*Treasurer
(House and Grounds)*

Handy Phone Numbers

Highleah Office
816-257-0070

Maintenance Emergency
913-894-3441

Security Patrol
816-645-3001

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: 9/8-10/7

Water/Sewer: \$9,055.16
Electric: \$1,368.32

BOARD MEETING, October 17, 2011

NEWSLETTER MINUTES

Marsha Clark, president, called the meeting to order at 6 p.m. Other board members present were Dorinda Meihls, first vice president; James Windhausen, second vice president; John Baggs, secretary; and Todd McQuade, treasurer.

Also attending were Carol Gibson, on-site manager; Gina Zukel, assistant on-site manager; Kevin McQuade, maintenance superintendent; Dudley Leonard, cooperative attorney; and Melva Linville, property manager, and Suzanne Miles, human relations coordinator, with Linville Management Services, Inc.

Fourteen members and guests signed in for the open session.

Minutes of the September 19 closed board meeting were approved unanimously.

Proposals for providing security patrols to Highleah were presented by John Morton and Carl Gould with American Homeland Security and Shawn Wachter of Statewide Public Safety.

They discussed their services and fielded questions from the members and the board. Marsha thanked them for their proposals and said the board would consider them.

Carol discussed the on-site manager's report. In September, there were 40 statements of credit, 45 statements of charges due, three attorney referrals, 39 defaults, one eviction in process, one extermination, one animal violation, one vehicle violation and one reasonable accommodation request in process.

Three installation permits were received and approved.
Nineteen units are on the market; two of these are sold.

The board voted unanimously to accept Carol's report.

Kevin presented the maintenance report. In August, 214 work orders were completed. There were two move-ins and two move-outs.

Palmer Lawn Professionals mowed four times, trimmed the perimeter fence, trimmed bushes throughout the property and applied fertilizer to the grass.

Eleven units are in rehab. Three of these are completed.

Repairs to 1904 Pembroke Crescent East are 90 percent completed and the city has released the unit for occupancy.

The board voted unanimously to accept Kevin's report.

Dorinda gave the Pet Committee report. The committee is reviewing and revising the current Pet Rules and Regulations.

Marsha distributed board and committee meeting schedules for 2012. Board members serve as liaisons to the committees and Marsha asked that they prepare articles and a regular monthly meeting schedule to be published in the newsletter.

The floor was opened for member comments and the open session ended at 6:40 p.m.

From the Pet Committee

Independence Animal Shelter will microchip dogs and cats for \$10 a pet.

If enough people are interested, the shelter will hold an evening microchipping clinic here at the clubhouse.

If this is a service you are interested in, please call the office at 816.257.0070.



Services For Hire

Nail grinding for dogs.

Healthier, happy pets walk on pads instead of nails. Walking properly relieves stress on the joints.

I will grind your dog's nails shorter and smooth. I am an experienced, certified pet stylist and will come to your home. My fee is \$10.

Please call for an appointment: 816.257.0860.

Referral Bonus Available for Members

Members are reminded that a \$100 referral fee will be paid when a member of the cooperative refers a qualifying new member. The referral must be mentioned at the time of application.

High School Seniors Can Apply for Education Grant

This spring, Highleah Townhouses, Inc., and Linville Management Services, Inc., will award the annual \$500 education grant to a deserving graduating senior.

Students and their family members 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. Students must complete an application, write a 500-word essay and comply with all requirements. The essay must explain why the applicant believes he or she deserves the grant.

The student also must make arrangements with a high school administrator to send an official student transcript to the office.

An information sheet and application form are available from the office. Applications, essays and transcripts must be received in the office no later than March 9.

Please send to the attention of:

Education Grant
Highleah Townhouses, Inc.
2001 Pembroke Crescent West
Independence, MO 64057

Grant Selection Committee

Selecting the grant recipient will be the responsibility of a committee of at least two and no more than four Highleah members and one representative from the board of directors.

Members who want to participate in the student selection process should submit a letter of intent. The member must be in good standing at Highleah.

The letter must include the reason the member wants to serve on the committee, an address and phone number. Please send to the attention of the board of directors by March 9.





Complaint Form

Property Name: Highleah Townhouses, Inc.

Name _____

Address _____

Daytime Phone _____

Ext _____

Complaint Against

Name _____

Address _____

Nature of Complaint

Dates of Offense _____

Signature

Date

NOVEMBER 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21 <i>Board Meeting Open Session at 6 p.m.</i>	22	23	24 <i>Office Closed for Thanksgiving</i>	25 <i>Office Closed for Thanksgiving</i>	26
27	28	29	30			