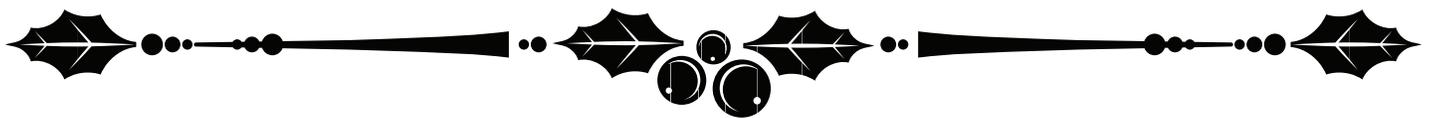
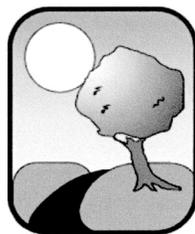




*Best Wishes for a
Joyous Holiday Season
and a Happy New Year*

*From Your
Board of Directors and Staff
at Highleah Townhouses, Inc.*





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
(Newsletter)

Dorinda Meihls
First Vice President
highleahtownhousepets@comcast.net
(Pet Committee)

Paula Goth
Second Vice President
Education Grant

John Baggs
Secretary
(Security)

Todd McQuade
Treasurer
(House and Grounds)

Handy Phone Numbers

Highleah Office
816-257-0070

Maintenance Emergency
913-894-3441

Non-Emergency Police
816-325-7300

Security
911

**The dispatcher will send
an officer to Highleah*

Natural Gas Company
816-756-5252

Power & Light Service
816-325-7930

Animal Control
816-325-7205

Citizens Information Center
816-325-7000

UTILITIES: 10/3-10/31

Water/Sewer: \$9,089.64
Electric: \$1,413.40

BOARD MEETING, November 19, 2012 NEWSLETTER MINUTES

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

Also attending were Carol Gibson, on-site manager; Kevin McQuade, maintenance superintendent; Dudley Leonard, cooperative attorney; Melva Linville, property manager, and Suzanne Miles, human relations coordinator, with Linville Management Services, Inc.; and Doug Miller, officer with the Independence Police Department.

Todd McQuade, treasurer, joined the meeting at 6:55 p.m.

Minutes of the October 15 meeting were approved.

Carol discussed the office report. In October, there were 36 statements of credit, 65 statements of charges due, four attorney referrals, two installation permits received and approved, four exterminations and one animal violation. In November, there were 52 defaults.

Approximately 21 units are on the market.

The board accepted Carol's report.

Two telephone polls were ratified: one taken on October 17 allowing a one-time use of the clubroom at no cost for a Girl Scout meeting and one taken on October 18 approving a new copier for the on-site office.

Kevin presented the maintenance superintendent's report. In October, 238 work orders were completed. There was one move-in and there was one move-out.

Palmer Lawn Professionals mowed five times, trimmed the perimeter fence and applied fertilizer.

Ten two-bedroom rehabs are projected to be done by the end of the week. Only cleaning remains. Maintenance is



Carol Gibson, on-site manager, presents a \$25 gift card to Betty Forbes, winner in the door prize drawing of the open session.

working on seven other rehabs.

The board reviewed a bid from Tyco Integrated Security to install a new security system for a service fee of \$141.53 every three months and no cost for installation. The board voted to accept the bid, pending review of the contract by Dudley.

The board accepted Kevin's report.

Committee reports were given. John reported that off-duty Independence police officers began working as the cooperative's security patrol on November 11 and that members need to dial 9-1-1 for assistance or 816.325.7300 for non-emergency calls.

Dorinda reported that she had received a written complaint about a loose pet and had sent the owner a second notification.

Marsha opened the floor to member comments.

Betty Forbes won the door prize drawing of a \$25 gift card.

The open session ended at 6:55 p.m.

Board Sets Dates for 2013 Meetings

Here are the board meeting dates for 2013.

The board meetings for January and February have been changed to avoid a conflict with federal holidays on the third Monday of those months.

January 28
February 25
March 18
April 15
May 20
June 17
July 15
August 19
Sept. 16 closed
Sept. 17 annual meeting
Oct. 21
Nov. 18

The open session begins at 6 p.m. Please join us.

Security Committee Report

Off-duty police now patrolling property

On Sunday, November 11, the security provider for Highleah was changed to off-duty officers from the Independence Police Department.

Their hours are similar to those of the previous provider. The officers will be driving marked police vehicles when they are on our property. They will enforce all city ordinances and state laws as well as our Rules and Regulations.

If you are in need of assistance from the police, please dial the emergency number: 9-1-1. If it is not an emergency but you still need assistance from the police, dial 325-7300 from 6 a.m. to 2 a.m.

If the police are on the property, the response time should be less than three minutes. If they are not currently on the property, the response time could be much longer because emergencies take priority in the city.

For further questions, comments or concerns regarding security, please email: highleahsec@yahoo.com.

~ John Baggs
Board of Directors
Security Chairperson



Better a Chilly Ride Than No Ride at All

It takes just a few minutes to warm up a car . . . and even less time to steal one.

Cold weather auto thefts increased dramatically throughout the Independence area last year when owners started their vehicles and left the motor running and the cars unattended and unlocked.

Even though going to work in a cold car is uncomfortable, having your car stolen is even more bothersome. If you are going to warm up your car before leaving, consider having a spare set of car keys so you can lock it up when you go back inside.

Then, watch the car from a window or door while it is warming up.

Call United Way 2-1-1 for Help

One call can help you locate resources in the Kansas City area.

By simply dialing 2-1-1 on your phone, you can locate a food pantry, prescription assistance, a support group and other community resources and volunteer opportunities.

The phone calls are answered by United Way specialists 24 hours a day, seven days a week all year round. The service is free and confidential.

For more information, visit the United Way of Greater Kansas City Web site, www.unitedwaygkc.org.

Reminder

There is no board meeting in December. The next board meeting is January 28, 2013.



How to Teach Children About Fire Safety, Prevention

Children of all ages set more than 35,000 fires annually, according to the U.S. Fire Administration.

More than \$200 million worth of property is destroyed in these fires and about 150 people die.

In an effort to prevent injuries, fatalities and property damage, the USFA urges parents to educate their children about the nature of fire: fire can be fast, hot, dark and deadly.

Here are some tips.

Keep matches and lighters in a secured drawer or cabinet.

Encourage your children to tell you when they find matches and lighters.

Develop a home fire escape plan. Practice it with your children and designate a meeting place outside.

Supervise young children closely.

Teach children that fire is a tool, not a toy.

Show children how to stop, drop to the ground and roll if their clothes catch fire.

Show children how to crawl low on the floor, below the smoke, to get out of the house and stay out in the case of fire.

Teach children not to hide from fire fighters.

For more information, go to www.usfa.fema.gov, the Web site of the U.S. Fire Administration.