

December 2019

SUN	MON	TUE	WED	THU	FRI	SAT
1 Carrying Charges Due	2	3	4	5	6	7
8	9	10	11 Late Charges  5-7pm	12	13	14
15	16	17	18	19	20 Game Night 5-7pm Clubroom	21 Holiday Workshop
22	23 Attorney Referrals	24 Office Closed	25 Office Closed	26	27	28
29	30	31				



*From your Board of Directors
And
Highleah Staff*

*Highleah Highlights
December 2019*

Highleah Townhouses, Inc.
November 18, 2019
Board Meeting

NEWSLETTER MINUTES

Board members present: Shaunn Flannery, president; Kathleen Hill, vice president; Jane Leonard, secretary; Samantha Hankins, treasurer; and Donna Cates

Staff present: Andria Knapp, on-site manager; Linda Thompson, assistant manager; Kevin McQuade, maintenance superintendent; and Bill Fitzgerald, assistant maintenance superintendent

Also attending: From Tailor Made Property Services, Mike Lauer and Betsy Kilker, regional managers; and cooperative attorney, Brad Constance.

The board convened at 3:30 p.m.

Minutes of the October 21 board meeting were approved.

The board approved a bid of \$1,775 from Palmer Lawn Professionals to install new drainage piping and landscape behind Building #43.

Open Session

Nine members signed in for the open session. Shaunn welcome them and called the session to order at 6:10 p.m.

Shaunn advised members that the next meeting would be January 27, 2020.

Betsy presented the managing agent's report.

In October, three final statements were completed.

Tailor Made processed \$174,319.71 in accounts payable for the month of October.

Financial reports were delivered to the board on November 8.

Andria presented the office report.



Come meet the Grinch
and take a picture
with him.



Creative Space KC

will be hosting a holiday workshop on Saturday,
December 21st, from 2-5pm at The Highleah
Townhouses' Clubhouse. Get together to create a last-
ing memory in the form of a stocking or ornament.
Decorating supplies provided. Please bring your own
snacks or drinks. Adults & children are welcome! Re-
serve your spot through our Facebook event page.
@CreativeSpaceKC

Highleah Christmas Events

Mark your calendars now

Game Night is Scheduled for **December 20th** from 5-7 p.m. at the clubhouse for our last event of the year!

We have received a special message from someone far away, somewhere in Whoville, somewhere on Mount Crumpit...

Thus his schedule was switched as his heart has grown another inch.

The Grinch has rearranged his schedule from:

4:00 P.M. - Wallowing in self pity

4:30 P.M. - Stare into abyss

5:00 P.M. - Solving World hungry and tell no one

5:30 P.M. - Jazzercise - This is where he might Squeeze us folk from Highleah in.

At 6:30 P.M. - He says he can't cancel his plans again...something about dinner time again

So come one come all to take a picture with The Grinch during game night December 20!

Children under 13 must be accompanied by an adult.

Pictures are requested to be taken with your personal device.

In order to help the Grinch Solve World Hungry we're collecting canned goods to be donated to Harvesters.

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There have been 30 statements of credit, 45 statements of charges due, one attorney referral, two installation permits received and approved, two exterminations, four animal violations, two vehicle violations, five yard/common area violations, four household violations, and one vehicle towed.

Four two-bedroom units and one three-bedroom unit are currently on the market.

Kevin presented the maintenance report.

During October, 148 requests for service were received and 137 completed. There were three move-ins and two move-outs.

Palmer Lawn Professionals mowed two times, trimmed bushes and applied fertilizer.

Seven rehabs are in various stages of completion.

Shaunn opened the floor to member comments.

Edna Carver won the door prize drawing and gave it to her daughter, Sharon Conn.

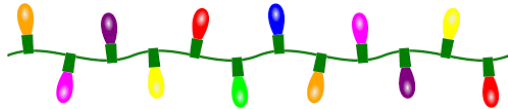
The open session ended at 6:20 p.m. and the meeting was adjourned at 7:10 p.m.



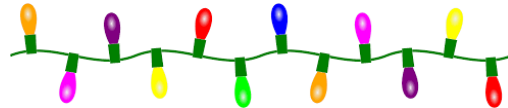
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OFFICE NEWS

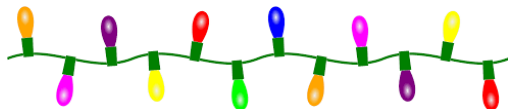
Dominoes Pizza Night
Thursday, December 12, 5-7pm
Cash only \$5.00 plus tax



FREE BREAKFAST WITH SANTA – Saturday, December 7
from 9:00am-11:30am at Community of Christ, 19402 E. Holke
Rd, Independence, MO. Activities will be Crafts, Face-Painting,
Photographer and free photos with Santa, plus free pancake
breakfast. If you have questions, contact Tammy Wilson 214-
335-4065 or Larry Martin 816-550-4429.

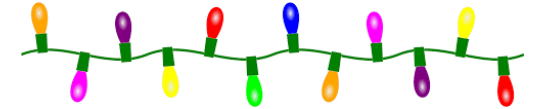


Ring Door Bells may be a great Christmas gift this
year but remember you must have an installation
permit to install.

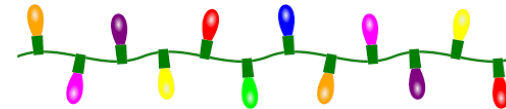


Pure local honey for sale,
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Text me at 816-965-3589

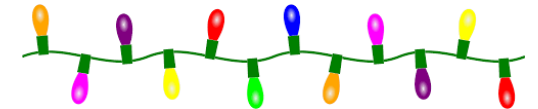
Please refer to Highleah's Rules and Regulations
pg. 27 for outside holiday lights and decorations.
Please call the office if you have any questions.



Just a reminder: There will be no December board
meeting. We will see you January on the 27th.



Starting February 2020 our bedbug checks will be
on the first Tuesday of the month. We are moving
from Friday's due to scheduling.



We have received several complaints about the bas-
ketball courts. Those courts are for the use of
members and their guest. Please be respectful and
follow the rules and regulations that can be re-
viewed on page 15 of your rule book. Members are
responsible for the actions of their guest.