



April 2021

SUN	MON	TUE	WED	THU	FRI	SAT
				1 Carrying Charges Due	2 Hazardous Waste drop off Indep. Square 9-1	3
4	5	6	7	8	9	10
						
11	12 Late Charges	13	14	15	16	17
18	19 Board Meeting Open Mtg via Zoom	20	21	22	23 Attorney Referrals	24
25	26	27	28	29	30	





Happy Easter

Highleah Highlights

- Highleah Office: 816-257-0070
- Maintenance Emergency: 913-894-3441
- Homeland Security: 816-802-8020 press 0
- Website: Highleah.com
- Gas Service: 816-756-5252
- Power and Light: 816-325-7930
- Animal Shelter: 816-325-7207
- htbod@highleah.com

Highleah Townhouses, Inc.

March 15, 2021

Closed Board Meeting

NEWSLETTER MINUTES

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

Board member absent: Donna Cates

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

Also attending: Brad Constance, cooperative attorney, and Betsy Kilker, regional manager for Tailor Made Property Services

Shaunn called the meeting to order at 4:33 p.m.

Minutes

The board approved the minutes of the February 22 board meeting.

Tailor Made Property Services

Betsy presented the managing agent's report.

Five applications were approved. One final statement was completed and seven letters were sent.

In the month of February, \$178,633.81 was processed in accounts payable.

The board set a budget meeting for 9 a.m. on Tuesday, April 6.



FOR SALE

FOR SALE (816-804-4489): Coat Rack, Umbrella Stand, Storage Trunks (2 sizes) - \$95 Beautiful 4-piece rattan and deep green metal (iron?) accessory set. Pretty handy in small spaces for guest coats, purses, reusable shopping bags, etc. Includes:
Hall Tree/Coat Rack - deep green iron - sturdy!!
2- Trunks - rattan with deep green metal trim (1 large and 1 small) - great for storing throws, hats, gloves, etc. Umbrella Stand - rattan with deep green trim



Bonnie Tyson
May Kay
For 30 years
Skin Care and Cosmetics
bonniejmuir@yahoo.com

Pure local honey for sale,
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honey

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Office update

Andria presented the office report.

There have been 27 statements of credit, 24 statements of charges due and 45 notices to pay.

Two installation permits were received and approved.

Fifteen notices were sent about violations involving exterminations, animals, housekeeping, general household and payment issues.

No units are currently on the market.

Maintenance summary

Kevin reviewed the maintenance report.

In February, 99 service requests were received and 79 were completed. There were one move-in and one transfer.

Seven rehabs are underway. An eighth, 18018 Dover Fork, is expected on Tuesday.

The groundskeeper has been cleaning up limbs and debris and filling pot-holes with asphalt patch.

Adjournment

The meeting was adjourned at 6:10 p.m.

Highleah Board of Directors
Shaunn Flannery: Board President
Kathleen Hill: Vice President
Jane Leonard: Secretary
Samantha Hankins: Treasurer
Donna Cates: Board Member



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Good Neighbor Nomination

Do you have a neighbor that has gone above and beyond? Is there someone you know that goes out of their way to help others? If so, we would love for you to consider nominating them for our good neighbor award! We want to recognize individuals that strive to make our community a better place to live! They could win a \$25.00 credit on their account!

Fill out the form below and turn it in to the office. The board will re-view the submissions and vote on a “good neighbor” to be honored each month at the open session of the board meetings.

Submitting member’s name:

Submitting member’s address:

Submitting member’s phone number:

Name of the member you are nominating:

Address of the member you are nominating (if known)

Reason you are nominating this member:



Spring is in the air! Last year I asked for Easter Decorations to be displayed in your windows to be a sort of walk around Easter Hunt. This year I thought why not do the same but let's try an Eye Spy version.

Here are the objects that I think we all have somewhere around our homes:

- A roll of toilet paper
- A stuffed animal
- A child appropriate drawing or picture
- Or any Easter themed object

If at all possible please display one or more in your window or screen door during the second weekend of April, the 10th & 11th. The goal is to encourage a stroll out doors, weather permitting that is. To get fresh air and possibly say Hello to a neighbor you haven't seen in awhile or to meet someone new. Please keep in mind social distancing rules and regulations per city ordinance. Be safe and have fun!

We hope to see you outside!
Kathleen Hill
Board of Directors Vice President

Attention All Graduates

Highleah High School Seniors



Educational Grant



High School students whose families are in good standing can apply for a \$1,000 educational grant. Highleah Townhouses and Tailor Made Services make this grant possible. Students must complete an application and write a 500 word essay. The essay must explain why the student believes they deserve the grant. Students then must send an official transcript to the Highleah office.



Application and more information are available at the Highleah office. Applications, essays and transcripts must be received no later than Friday, April 16, 2021.

Board of Directors Questions/Concerns Form

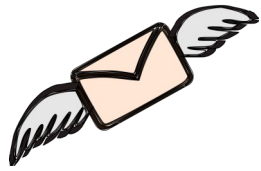
The Board of Directors have agreed to continue with closed board meetings due to COVID-19. Please use this form if you have any questions or concerns you would like to address with the Board of Directors.

Name:

Date:

Address:

Comments:



Message From your Board Vice President

Happy Spring! We wish and hope that everyone can enjoy more time together with family and friends this year. I also want to thank all members for helping us keep Highleah cleaner. Please remember to clean up after all your pets. Dog poop stations are set up around the community just in case you forget your bags and kitty litter needs to be placed in a bag before it is put into a dumpster.

The board meeting will be hosting the Open Session part of our April meeting via a video Zoom.

If you would like to join us via Zoom, please use the following meeting ID and passcode:

Meeting ID: 829 2224 9490

Passcode: 128899

We hope to see you at the Open Sessions!

Kathleen Hill

Broad Vice President



Susan & Dennis
Edmond
Our March
Winners

