

<i>May 2021</i>						
SUN	MON	TUE	WED	THU	FRI	SAT
						1 Carrying Charges Due
2	3	4	5	6	7	8
						
9	10	11	12	13	14	15
		Late Charges				
16	17	18	19	20		22
	Board Mtg 6:00pm Outdoors					
23	24	25	26	27	28	29
	Attorney Referrals					
30	31					
						



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.
April 19, 2021
Board Meeting

NEWSLETTER MINUTES

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

Board member absent: Samantha Hankins, treasurer

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 4:35 p.m.

Minutes

The board approved the minutes of the March 15 board meeting and the April 6 executive session of the budget meeting.

Open sessions

The board voted to hold open sessions outside on the patio starting in May.

Open Session

Shaunn called the open session to order at 6 p.m. The session was made available via Zoom and one member tuned in.

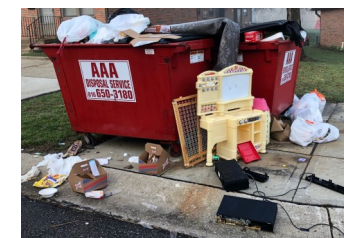
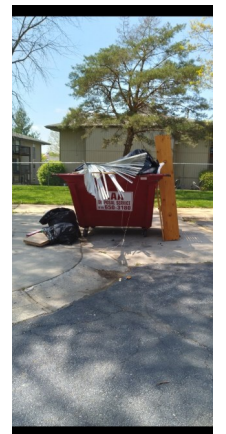
Office update

Andria presented the office report.

There have been 29 statements of credit, 22 statements of charges due, nine installation permits received and approved, one extermination and one reasonable accommodation.

Trash Letter Follow-up

Here are a few pictures taken to show the problem we are having with the dumpsters. If your bags or items don't fit in the dumpster please do not place on the ground. If you have large items please contact the office to check out a key to the large dumpster in the storage lot. Please make sure your bags are tied and you are not dumping trash without a bag. Keep the lids closed. If sending trash out with a child, make sure they can open and close the lids.



For Sale

FOR SALE: PETSMATE Deluxe Pet Porter, Jr. (Intermediate size with hanging food/water dishes) \$30.00 obo

Please call/text 816-807-8238



FOR SALE: Quality lamp. \$30

Please call/text 816-807-8238.



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



Pure local honey for sale,
and delivery is FREE!

Text me at 816-965-3589

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Twenty-nine notices were sent about violations involving animals, peaceable possession, housekeeping, payment issues, vehicles, yard/common area and general household.

No units are currently on the market.

Maintenance summary

Kevin reviewed the maintenance report.

In March, 138 service requests were received and 114 were completed.

There were two move-ins and two move-outs.

Four rehabs are underway. All are sold and all have move-in dates.

Tailor Made Property Services

Betsy presented the managing agent's report.

Six applications were approved and two denied. One final statement was completed and seven letters were sent.

In March, \$166,630.70 was processed in accounts payable.

Shaunn opened the floor to member comments and the open session ended at 6:25 p.m. The meeting was adjourned at 7:20 p.m.

Highleah Board of Directors

Shaunn Flannery: Board President

Kathleen Hill: Vice President

Jane Leonard: Secretary

Samantha Hankins: Treasurer

Donna Cates: Board Member



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:

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OFFICE NEWS

The next monthly board meeting is May 17th. We will hold the open session outside in back of clubroom, weather permitting. Please wear a mask and remember social distancing.



Starting the first week of May members of the board will be walking the property. They will be looking for yard violations, window coverings, screens, etc. Please tidy and clean your patios and garden areas.



School will be out soon and kids will be playing outside. Parents, please take a minute and talk to them about street safety and riding bikes, be courteous of people on side-walks while bike riding, playing on and around electrical boxes and air conditioners, (see page to the left), throwing trash on the ground, not climbing in the trees, and being respectful of other peoples property. It is our community to keep safe and clean.



Please change you furnace filters. Air conditioners need a fresh filter to be the most efficient.



This was shared from Rural Missouri magazine.

Board of Directors Questions/Concerns Form

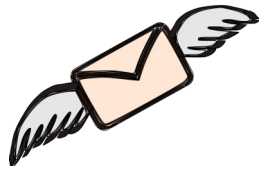
The Board of Directors have agreed to hold open sessions outside, weather permitting. Some still are uncomfortable being in a group setting, so if you would prefer to submit the below form, it will be addressed by the BOD during the closed session and a response will be sent to you.

Name:

Date:

Address:

Comments:



Message From your Board President

Hello Everyone,
We are finally seeing some warmer weather, with that in mind please watch your speed on the property. We have a lot of children that will be out playing, and we need them safe. We will also have open session at the monthly meetings again, weather permitting. We look forward to seeing you all there.

Shaunn Flannery



Caron Snider
Our April
Winner