

2025



September

Highleah Highlights

Highleah Office: 816-257-0070

Office Manager: manager@highleah.com

Website: Highleah.com

Board Email: HighleahBOD@gmail.com

Maintenance Emergency: 913-894-3441

Independence Police non-emergency: 816-325-7300

Gas Service: 816-756-5252

Power and Light: 816-325-7930

Animal Shelter: 816-325-7207



Highleah Townhouses, Inc.

August 18, 2025

Board Meeting

NEWSLETTER MINUTES

Board members present: Sharon Conn, president; Jon Jordan, vice president; Donna Cates, secretary; and Viola Solary

Ashley Pitman, treasurer, left at 6:45 p.m.

Staff present: Katrina Giammalva, site manager; Trinity Tart, assistant site manager; and Kevin McQuade, maintenance superintendent

Also attending: Mike Lauer, regional manager with Tailor Made Property Services, and Brad Constance, cooperative attorney

Sharon called the meeting to order at 5:05 p.m.

Minutes

The board approved the minutes of the July 21 board meeting

Open Session

Twenty members signed in for the open session. Sharon welcomed them and called the meeting to order at 6:05 p.m.

Next board meeting

Next month's meeting is the annual meeting on September 16.

Office updates

Katrina reviewed the office report for August.

There have been 43 statements of credit, 19 statements of charges due, 43 notices to pay, one attorney referral and two evictions in process.

Notices were sent about violations:

1 extermination	1 housekeeping
3 peaceable possession	25 yard/common area
3 vehicle	20 animal
11 general household miscellaneous	

Six two-bedroom units are available.

Maintenance summary

Kevin reviewed the maintenance report.

In July, 211 service requests were received and 194 completed. There were two move-ins and four move-outs.

Replaced in July:

1 kitchen floor

1 countertop

1 bath floor

1 kitchen faucet

Fine Lines Lawn and Irrigation mowed four times in July and applied herbicide to all hard surface areas, the playground and fence rows.

Seventeen rehabs are in various stages of completion.

Twenty-five roofs have been replaced to date.

Power washing will continue on buildings with algae.

The handicap ramp handrail was painted.

Tailor Made Property Services

Mike presented the managing agent report.

Three applications were approved.

Processed in accounts payable for July was \$224,344.11.

Financial reports were delivered to the board.

Member concerns

Sharon opened the floor to member comments.

Door prize

Norma Gallatin won the door prize of \$25.

Open ends

The open session ended at 7:05 p.m. The board met in closed session and the meeting was adjourned at 8:15 p.m.

Board Meeting \$25 Door Prize Winner

Member: Norma Gallatin

Staff: Trinity Tart





Community Updates From the Board

Hello Highleah,

We hope everyone has been enjoying the nice weather. It's a great time to tidy up the flowerbeds and maybe plant some mums for the fall.

Please make note that the Highleah Neighborhood Watch Facebook page is **NOT** controlled by the Highleah Board, TailorMade, or our staff. It is managed by a couple of members from Highleah. Some of the information posted on the Neighborhood Watch Facebook page is not true. The Board, TailorMade and the staff cannot stop people from spreading rumors on this page. We ask you to please check your sources to verify the truth from the rumors.

There are two board positions, each are 3 year terms, that will be up for election at our Annual Meeting on Tuesday, September 16th. We encourage all members who can, to be there and cast their vote. Sign-in begins at 5:30pm and the meeting starts at 6:00pm. If you are unable to attend, please turn in your signed 'proxy' to the office. Only members in good standing will be able to vote or carry a proxy. Plan to attend to have your chance to win a free month's carrying charge or a cash prize of \$50 or \$25. We hope for a large turnout and look forward to seeing you there.

Please be kind and refrain from disrespectful behavior. When talking with office staff, maintenance staff, fellow members or Board members, please remember they are also someone's loved one.

Thank you,

Highleah Board of Directors HighleahBOD@gmail.com

Highleah Board of Directors
Sharon Conn: President
Jon Jordan: Vice President
Donna Cates: Secretary
Ashley Pitman: Treasurer
Viola Solary: Board Member





50 Years of Highleah Spirit

One morning I was sitting on my front porch reminiscing about how 50 years earlier I would share “on the step time” with my daughters. We once saw two of our senior members picking up trash while on their morning walk. I thought to myself that they exhibited a “Highleah Spirit”, which is what I would say when I saw someone who cared for the complex and had a friendliness about them.

I moved my family from the *City of Brotherly Love* in Pennsylvania to Highleah in September of 1975. My first morning here I was drinking coffee on the step and neighbors started to come out of their units, introduce themselves, and offered if they could help. They gave me information on Co-op living that affected everyone such as parking, pets, noise, and our responsibilities as residents. In that moment I realized that the “Highleah Spirit” is one that you live not just for yourself but also for one another.

After reviewing my 50 years of cost adjustments, I’m in far better shape here than being a full blown home owner. I appreciate the needed cost adjustments, they’ve helped us get rid of single pane windows and the pilot light from the smelly gas stoves!

During the beginning when I was working full time I enjoyed the lawn care services provided of leaves being mulched/collected, porches and streets being cleared of snow, and the grass being mowed during the summer months (with Kevin working with his equipment as a teenager.)

After I retired in 2005 I knew that I wanted to give back to Highleah and work part-time in maintenance. It was then that I realized the shop also had the “Highleah Spirit” present. They would overhaul and repair first to save money that would allow for updates towards necessary items and newer technology. It was important for them to help in any way they could. (However, I must say doing the 5 a.m. snow removal did test my “Highleah Spirit” and confirmed my decision of not wanting a house to dig out of!)

I always appreciated how the office is organized to process those things under their control and how we have a Board of Directors in case anyone needs help. This is part of our responsibility as members to provide input and exercise our voting power when elections are held here.

It’s ok that we have questions and concerns but I believe they should always carry the “Highleah Spirit” in them. In my 50 years of being here and my 82 years of being alive I have seen ideas and concepts come and go with the residents who move in and move out. The only strength that we truly have here is the strength of our brick homes and the “Highleah Spirited” people in them.

I must testify that people have come to live here by our witness and that I’ll be here until my Spirit leaves. God bless us all and watch over Highleah.

Dave Johnson

OFFICE NEWS

Annual Meeting

Highleah Townhouses Annual Meeting will be held on **Tues., September 16, 2025**. We will have 2 board positions, three year terms, up for re-election. Sign-in begins at 5:30pm, and the meeting starts at 6:00pm. It will be held behind the office under the tent. We must have a quorum, so please attend. Only members in good standing will be able to vote or carry a proxy. You will have a chance to win a free month's carrying charge or a cash prize of \$50 or \$25. See you there!



Bus Stops

Parents, while waiting for your kids, please do not park along the street. Park in visitor or auxiliary parking spots. Everyone be aware of kids walking to school, or to and from bus stops. Speed limit on the property is 15mph. Please slow down!

Turning in Complaints

All complaints must be in writing, signed, dated, and submitted or sent by email to the office. Complaint forms are also available at the back of your Rules and Regulations booklet or in the office.

Tip of the Month—

'Positive, caring people surround themselves with positive, caring people.'

*If you have any helpful tips for the newsletter, please send them to HighleahBOD@gmail.com.



From



Alteration/Installation Permits

If wanting to make **any** changes to the inside or outside of your unit, you must apply for an Alteration/Installation permit before beginning your project. This application can be found at the back of your Rules and Regulations booklet or in the office.

Air Conditioners

DO NOT run your AC in the On position. Set your desired temperature, then set your AC to **Auto**, and let the system cycle according to your desired temperature setting. Any questions, contact maintenance.

Bed Bug Inspections

Annual bedbug inspections will continue the first Tuesday of October and November. You will receive notification on your door when it is your sections turn for the inspections. There are **no** exceptions for these inspections.



A/C-Furnace Filters

Be sure to change you're A/C-Furnace filters monthly. Clean filters help the AC and furnace operate more efficiently. Filters are available in the office.



Safety Tips

- Call the police (911) if you see anything
- Watch your surroundings
- Lock your cars
- Watch for porch pirates
- Keep valuables out of the car
- Keep your back and front porch lights on!

RESUME

Hello, my name is Debra Taylor, and I have worked as a driver and safety instructor for 20 years. I moved to Highleah four years ago because it made so much sense financially to be part of a cooperative. I think this is a great place to live, and I would like to give back by serving on the board. I have been impressed with our office and maintenance staff and I would like to help them better communicate how hard they work to make this a nice place to live. I would also like to do what I can to help make this a safe place to live. One of the wonderful things about Highleah is that this is a neighborhood where kids are safe to play outside and be kids. Having said that, I think we can do better, and we need to hold ourselves more accountable. We need to clean up after our dogs and keep our older kids from breaking into cars at night and holding their parents accountable. Finally, I would like to help the board be more collaborative with our members in setting priorities and explaining our financial constraints. I believe we are all in this together.

Thank you for your consideration. Debra Taylor

RESUME

Hello, my name is Susan Manser. I have lived in Highleah for 14 years. I would like to run for the board to be able to accomplish what needs to be done to be able to become a better community. If elected I promise to be able to help our community become more united and think about the greater good other than just what I feel would be best. I would like to be able to have more community events and listen to members in an unbiased manner to bring us all together. I would like for us all to get to know each other better to be able to figure out the wants and needs of individual members, which would in time hopefully deter some of the crime we have been recently seeing and bring us all together. I have over 10 years in management and would be able to utilize the skills that I have to be able to make hard decisions that would hopefully have a good outcome for all of us as a community.

Thank you for your time! Susan Manser

RESUME

My name is Viola Solary. I was on the board this year for a few months and have decided to run again. I've lived here 45 years. I raised 2 daughters here. Recently my granddaughter lived with me. She graduated nursing school and is moving out.

I worked at American Bakeries 20 years. I also worked at Ameristar Casino as a dealer for 23 years till I retired. I've seen some positive things here in the past few months. I would like to see more. Please vote for me, and I will work for the community to make it a better place for members. Thank you.

Sincerely, Viola Solary

RESUME

Hello, I am Sharon Conn, and I am currently on the Highleah Board. I've been a resident of Highleah for over 9 years and my mom for over 20 years. When I was looking for a place to live after my divorce, I was attracted to Highleah because it was affordable. I am so glad I made the decision to move here. I'm close to my mom, I have great neighbors and friends, and I love and care very much for this community. I enjoy caring for the plants at the front entrances, creating the newsletter each month, and helping out in any way I can. This is my home.

My experience includes the Hillsdale Church Board as Elder and Clerk of Session for many years and the Miami County Master Gardeners Board as Treasurer. I worked at Hallmark Cards, Inc. for 22 years before leaving to raise my daughter. I have accounting education and experience, and I have worked with budgets for many years.

While on the Highleah Board of Directors, I was part of a great team that refinanced Highleah last summer. As a result we are getting new roofs and concrete work done. I researched solar lighting to find great prices and choices for our members to use for security around their units. I enjoy the cohesiveness of the Board, staff, and TailorMade to maintain our community while still keeping carrying charges as low as possible. Please consider voting for me at Highleah's annual meeting.

Blessings, Sharon Conn

RESUME

Hi, I'm Jane Leonard, and yes, I'm the infamous Facebook person. And let me say that all the information about me was partially true; however, it had already been resolved at the time people tried to make me look bad.

I've lived at Highleah for approximately 13 years and was on the board previously. Due to health issues, I had removed myself, but that has cleared, and I feel I can be an asset again to the board. Many issues still seem to be in limbo, meeting after meeting, and I would like to help clear some things off the table. Our management/office needs to work closely with the board to help with issues. They aren't our buddies; they are our employees. As of this voting, the budget is set until June of 2026, but changes can be put in place for the next budget meeting, and if we can find a place to make changes before that, it would be helpful.

There are issues with crime, spending, repairs, and many things we as a community need to change. Our community has become a place no one wants to be in for long. Many move-outs lead to many repairs. Our grounds around buildings are looking rough. Let's care again.

This isn't only the boards community, it's yours as well, and we need people on our board who will listen to its members and work for a better community to live in. Highleah was once a place where people WANTED to live. Let's make it that way again. I'm asking you to please consider me for your vote.

Thanks, Jane Leonard

RESUME

I am writing to express my interest in joining the Board of Directors for Highleah. As an active and passionate member of our community that has lived here for majority of my 38 years. I am deeply committed to helping foster positive change, growth, and a stronger sense of unity within our neighborhood.

Throughout my time in this community, I have witnessed both the challenges we face and the immense potential we possess. I believe that by working together and leveraging the diverse strengths of our residents, we can make meaningful progress and create a vibrant environment that reflects the needs and aspirations of everyone who calls this place home.

I am particularly excited about the opportunity to contribute to the board's mission to bring about positive change. My background in business management and entrepreneurship has equipped me with the abilities of logical and unbiased strategic planning, community outreach and most importantly, conflict resolution. I am confident that my skills, combined with my passion for community improvement, will allow me to effectively support and advocate for initiatives that enhance the well-being of our residents and create lasting, positive change.

I am eager to collaborate with other board members to address the challenges we face, from money management, security, and on boarding new members, to finding innovative solutions that will benefit everyone in the community. I truly believe that with the right leadership and commitment, we can create a thriving and supportive community for all.

Sincerely, Aaron Thompson

RESUME

Hi my name is Kim West. I live on Essex in Highleah. I wanted to let people know that I want to try to run for a board position this coming September, when positions come open.

A little about myself. I've grown up here on Croyden Lane. Moved out of here in 1999. Moved to Buckner. Raised my children. I moved back in 2018. I have been here 7 years now. I am trying to start up a Pet Committee. I feel this is a needed amenity for dog lovers. I need the help of members that agree to help me with this. So we can bring it to our current board members attention that this is wanted and support of members. So please keep me in mind voting this September, I would love to represent you and members of Highleah and your goals or amenities you would like to see happen in the years to come. Examples; dog park, security system, gated community, better grounds keeping, etc.

Thanks, Kim West

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 review 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)

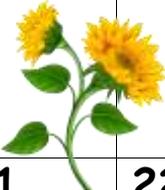
Reason you are nominating this member:



This month's Good Neighbor Award goes to Alexander Haegdorens for helping his neighbors.



September 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Office Closed Labor Day ➔	1 Carrying Charges Due	2 	3	4	5	6
7	8	9	10	11 Late Charges	12 	13
14 	15	16 Annual Mtg 6:00pm	17	18	19	20
21	22 Attorney Ref. 8:00am	23	24	25	26	27
28	29	30	