

2025



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.
Annual Meeting
September 16, 2025
NEWSLETTER MINUTES

Board members present: Sharon Conn, president; Jon Jordan, vice president; Ashley Pitman, treasurer; and Viola Solary

Board member absent: Donna Cates, secretary

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

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

Call to order

Jon confirmed that a quorum had been met. Present in person or by proxy were 125 members. He called the meeting to order at 6:15 p.m. Jon welcomed members and thanked them for attending.

Proof of notice

Jon referred to the official notice of the Annual Membership Meeting mailed to all members on August 11 as proof of notice of the meeting.

Minutes of 2024 annual meeting

Minutes of the 2024 annual meeting were distributed to members as they registered. Members moved to waive the reading aloud of the minutes and voted by acclamation to approve the minutes.

Managing agent's report

Mike gave the managing agent's report. He prepared a pie chart illustrating how carrying charges were spent and distributed copies to members. The cooperative's total reserves are \$1,285,158.75.

Annual expenses are professional services, \$193,189.06; office, \$251,147.01; utilities, \$184,430.63; maintenance, \$1,022,350.40; taxes and insurance, \$427,402.44; mortgage, \$291,063.09; and reserves, \$182,848.62.

Annual income sources are clubhouse rental, \$3,400; investment income, \$1,661.83; concessions, -\$2,168; charges, \$47,993.76; and gross potential from carrying charges, \$2,831,448.

Inspectors of election

Jon asked for volunteers to serve as inspectors of election. Judith Twitchell, Cindy Lerette and Tami Stanford volunteered.

Candidates

Jon advised the members that there were two three-year board positions open. The candidates are Sharon Conn, Viola Solary, Debra Taylor, Susan Manser, Jane Leonard, Aaron Thompson and Kim West.

Nominations from the floor

Jon asked for nominations from the floor. Kim Schwart was nominated and she accepted the nomination.

Closing nominations

Members voted to close the nominations.

Speeches by candidates

Debra Taylor, Susan Manser, Jane Leonard, Aaron Thompson, Kim West, Sharon Conn, Viola Solary and Kim Schwart addressed the members.

Vote

Members cast ballots. Brad and the election inspectors left at 7 p.m. to tabulate results.

Security survey

Mike reported on the results of a member survey about whether Highleah should hire a security patrol company. Thirty-four members voted in favor of hiring and 85 voted against hiring.

Election results

Brad and the election inspectors returned with results at 7:40 p.m. Sharon Conn received 35 votes; Viola Solary, 17; Debra Taylor, 38; Susan Manser, 17; Jane Leonard, 26; Aaron Thompson, 48; Kim West, 13; and Kim Schwart, 22.

Aaron Thompson and Debra Taylor will serve on the board.

Door prizes

Door prize drawings were held and cash prizes and a month's free carrying charges were awarded.

Adjournment

The annual meeting ended at 7:42 p.m. The board met in closed session and the meeting was adjourned at 8:20 p.m.



Community Updates From the Board

Welcome to Fall, Everyone!

Just as the leaves are changing, so has the Board. We thank Sharon Conn and Viola Solary for their service and welcome Debra Taylor and Aaron Thompson as newly-elected members. We look forward to a cooperative and productive year on behalf of the community!

Thank you to all who attended last month's Annual Meeting! We had a great turnout despite the stormy weather. For those who were unable to attend, we announced the results of the brief door-tag survey asking whether you wanted Highleah to hire a security company, which could result in a possible \$6-12 carrying charge increase. Of the 119 surveys submitted, 34 said yes and 85 said no.

The safety and security of our community continues to be a high priority. We encourage you to keep your front and back porch lights on to assist with visibility. If there's adequate sun, solar garden lights are also helpful - especially in side gardens between buildings. We are also working to have Neighborhood Watch police join us at an upcoming meeting to address members and take questions.

Halloween is coming up on October 31! Please watch out for little tikes out trick-or-treating.

Please join us for our next board meeting on Monday, October 20 at 6:00 p.m. in the Clubhouse. See you then!

Your New Highleah Board,

Jon Jordan, President
Ashley Pitman, Vice President
Donna Cates: Secretary
Debra Taylor, Treasurer
Aaron Thompson, Board Member

HighleahBOD@gmail.com



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OFFICE NEWS

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.

Parking

When a member moves out, their numbered parking spot is not a spot for you or your guest to park in. Those numbered spots are used by our maintenance and vendors. Please do not park in those spaces.



Tip of the Month—

Brighten Your Day with a Smile - We're more likely to smile when feeling good, but making an effort can increase happiness. Smiling releases endorphins and serotonin, boosting mood. It also lowers your blood pressure and strengthens your immune system. On the flip side, people who frowned during an unpleasant procedure reported feeling more pain than those who didn't. It seems that the cause and effect between our moods and our facial expressions works both ways. Controlling your expression may be the easiest way to alter your outlook. As a bonus, smiling is contagious. That means your smile will inspire others to do the same, spreading those same benefits to those around you.

From



Bed Bug Inspections

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



New Dog Poop Station

We have a new dog poop station at the end of Reading Place on Pembroke Crescent East.

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.



Get your pet Vaccinated

On the 1st Friday of the month, the Pet Resource Center of KC is at the Independence Animal Shelter doing vaccinations. For information call 816-353-0940. Tractor Supply also has VIP Pet Care come to their store. For information call 816-461-7333.

Be kind!

Thank you to everyone who has been good about picking up their dog poop in our community. Some of you use the school yard for dog exercise. Let's be nice to the children and members who walk through the school yard and pick up your dog's poop. We supply baggies at the poop stations!



TRICK OR TREAT

This year Halloween is on a Friday. It will probably be busier than usual. Keep an eye out for the little ones Trick-or-Treating. They get excited and do not pay attention to where they are walking. If you are **not** handing out candy for Halloween, please turn your porch light **off**. *Happy Halloween!*



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 Judith Kelliker for helping her neighbors.





HAPPY HALLOWEEN!

P R K R E R O O G T O S O E K A N E R O
O T P O D R Y D C A M E B C O O C S O C
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O O Y C Y T K O N R O T K R C R R R C P

GHOST	CANDY	HALLOWEEN	BLACK CAT
WITCH	PUMPKIN	SPOOKY	BAT
TRICK	BOO	SCARY	SCARECROW
TREAT	OCTOBER	MONSTER	SPIDERS

October 2025



Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Carrying Charges Due	2	3	4
5	6	7	8	9	10 	11
12	13 Late Charges 8:00am	14	15 	16	17	18
19	20 Board Mtg 6:00pm	21 Attorney Ref. 5:00pm	22	23	24	25
26	27	28	29	30	31 	
Trick or Treat						