

**THE SHORES AT THE HIGHLANDS  
BOARD OF DIRECTORS MEETING  
December 20, 2018**

**I. CALL TO ORDER**

Larry Willhite called the meeting to order at 11:59 a.m. in the model unit.

**II. ROLL CALL**

Board members Larry Willhite and Wendy Tancheff were present and Larry Abston participated via teleconference.

**III. 2019 BUDGET**

**Motion:** Wendy Tancheff motioned to approve the 2019 Budget with the addition of \$5,000 for landscaping the path for river access. Larry Abston seconded and the motion carried.

The budget will be sent to all owners for review with at least ten days notice for the ratification meeting. Owners will be asked to submit any comments by January 18, 2019 and if the budget is not rejected by the majority, it will be deemed ratified.

**IV. GENERAL DISCUSSION**

*A. Short Term Rentals*

Owners who short term rent will be asked to provide contact information for their management company.

**Action Item:** Gary Nicholds will draft a letter to the owners.

*B. Proof of Insurance*

Owners were asked in the past to provide proof of insurance per the requirement in the Bylaws.

**Action Item:** Gary Nicholds will send an email to all owners at the beginning of each year requesting a copy of their insurance policy.

*C. Mailboxes*

**Action Item:** Wendy Tancheff will get the new Postmaster's contact information and ask Emily Nelson to follow up with her about the mailboxes if she has a strong interest.

*D. Welk Building Lighting*

**Action Item:** Larry Willhite will follow up with a Welk representative to request lower wattage bulbs for the lights on the Welk building.

*E. Governing Documents Amendments*

Gary Nicholds said he sent the Declarations, Bylaws, Rules and Regulations and Articles of Incorporation to the attorney. The nine required good governance policies were embedded in the Bylaws but should be extracted and put in a separate document. The attorney has red-lined the Bylaws and Declarations. The Board can approve the Bylaws revisions but the Declarations will require approval by 67% of the membership. Gary will forward the email from the attorney to the Board.

**V. ELECTION OF OFFICERS**

Terms were assigned as follows: Larry Willhite – one year (expires in 2019), Larry Abston – three years (expires in 2021) and Wendy Tancheff – two years (expires in 2020).

Officers were elected as follows:

Larry Willhite – President  
Wendy Tancheff – Vice President  
Larry Abston – Secretary/Treasurer.

**Action Item:** Larry Abston will work with Patti Vande Zande on investment of the Reserves.

**VI. ADJOURNMENT**

**Motion:** Larry Willhite motioned to adjourn the meeting at 12:39 p.m. Wendy Tancheff seconded and the motion carried.

Approved By: \_\_\_\_\_  
Board Member Signature

Date: \_\_\_\_\_