



DAYBREAK

Meeting Agenda

Nov 20, 2014

- I. Call Meeting to Order/Establish Quorum (6:38 PM) - Amy Soto, Scott Miller, Suzanne Reeve, Gabrielle Wilkerson, Jill Berger**
- II. Homeowner Topics for Discussion - none**
- III. Review letter, amendment, ballot**
 - A. Cover letter, ballot, amendment text - reviewed**
 - 1. Scott will pass on suggested edits to Sherry & Jennifer
 - 2. At Town Hall meeting, tell owners which page(s) of bylaws and section(s) of amendment provide relevant info for their insurance provider
 - 3. Request ballot to be itemized so each section of the amendment is voted on separately - 4 items
- IV. Review proposed 2015 budget - Scott to bring questions to Sherry**
- V. Approval of Prior Meeting Minutes - postponed**
- VI. Old Business**
 - A. Mailbox replacement**
 - 1. Need to notify owners of date for key switch; Scott will contact installer for date estimate
 - 2. Mailing, postings to website/mail kiosks/building entry
 - B. Curb repair & asphalt re-sealing - bids received from Eastside Asphalt & Concrete (approx \$22,000 total)**
 - C. Roofing bids - Landmark Roofing & Siding**
 - 1. Prioritize immediate repairs with Sherry & roof inspector
- VII. New Business - none**
- VIII. Location and Time of Next Meeting/Adjournment**
 - A. Town hall & budget meeting 10 Dec (Wed), 7:30 PM at Highlands Firehouse**
 - 1. Gabrielle will make sign advertising date & location; post Dec 1 at mail kiosk

Adjourned 8:20 PM

SEATTLE OFFICE

BELLEVUE OFFICE

PORTLAND OFFICE