



HILLER HIGHLANDS FIVE ASSOCIATION  
c/o Collins Management  
500 Alfred Nobel Drive Suite 250  
Hercules, CA 94547

**HILLER HIGHLANDS V HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting Agenda**  
**Highlands Country Club**  
**January 30, 2018 at 6:00 p.m.**  
**AGENDA**

GOVERNING DOCUMENT REVISION: Call to order 6:00 p.m.

- a. Establish Quorum
- b. Ballot Count
- c. Results
- d. Adjourn

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1. Call to Order: 6:30 p.m.
  2. Homeowners Forum: *The Board will set aside 15 minutes at the beginning of each meeting for Homeowners' Forum. Prior to the start of Homeowners' Forum, the Board President will determine how many people wish to speak and determine a time limit of no more than three minutes in order to maximize the opportunity for all owners to have a chance to speak. A director or manager may briefly respond to statements made or questions posed. Speakers must observe rules of decorum and not engage in obscene gestures, shouting, profanity or other disruptive behavior. Sadly, this admonition is necessary because of outbursts in the recent past. These guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others.*
  3. President's Report
  4. Minutes
    - a. Approval of the November 16, 2017 Board Meeting Minutes
  5. Committee Reports
    - a. Fire Prevention (Bob Sieben)
    - b. Landscaping (No chairperson)
    - c. Safety (No chairperson)
    - d. Architecture/Infrastructure (Steve Roland)  
Common Area Fence Repairs
    - e. Street Lighting (Bob Mehus)
  6. Treasurer's Report
    - a. Financial Statement for November & December, 2017
    - b. Bank Reconciliation for November & December, 2017
    - c. Aged Receivables for November & December, 2017
    - d. Transfer to Reserves/Investment Options
    - e. 2018-2019 Draft Budget Discussion
  7. Old Business
    - a. Rules & Regulations Update
    - b. Enforcement Policy & Schedule of Fines
  8. New Business:
    - a. Appointment of Inspector of Elections
    - b. 2018 Annual Meeting
    - c. Reserve Funding Study Update Proposal
    - d. Homeowner Maintenance Issues

- e. Homeowner Repairs Request

- 9. Management Report

- a. Punch List
- b. Calendar

- 10. Adjourn

- 11. Executive Session (following Board Meeting)

- a. Reimbursement Assessment Hearings
- b. Legal Matters