

**Highlands Rosedale Homeowner's Association No. Two Inc.**  
**Minutes of the Meeting of the Board of Directors**  
**December 17, 2019**

**Board Meeting – December 17, 2019**

Meeting was called to order at 3:06 pm at the home of Reon Onstine. **Quorum was established.**

**Attendees Present:**

Reon Onstine – President

Phyllis Lord – Treasurer

William Leming – Vice President

Marsha Malone-Thompson - Secretary

**Proof of Notice of Meeting:**

- Proof of notice was sent via email on December 11, 2019 to all Association members.

**Approval of Minutes:**

- Motion by Phyllis Lord to approve the posted minutes from the November 27, 2019 board meeting and seconded by William Leming. **Motion passed.**

**Business:**

- **Board Development**
  - Board members were given an overview of the Rosedale Homeowner's website. Maintenance and management, including email distribution were discussed.
  - All Homeowners have access to the website and are encouraged to view it for upcoming announcements and important board information: [www.rosedalehd2.com](http://www.rosedalehd2.com)
  - Various files and records were passed on to the secretary and Vice President for distribution of responsibilities.
- **Annual Mulch Application**
  - Mulch has been applied to all homes. There was one area of concern that was immediately addressed by Teal.
  - Lawn King applied fertilizer to all homeowner lawns December 12, 2019.
- **Tree Trimming**
  - High trees were trimmed the week of December 16,2019.
- **Planning for 2020 Annual Members Meeting**
  - Bill Leming initiated contact with Rosedale to secure the 19<sup>th</sup> Hole for our annual member meeting on February 15, 2020. All members are encouraged to attend.
- **Open Board Member Position**
  - One person has submitted application for consideration for the open position. The Board will consider additional Members interested in joining the Board of Directors.
- **Next Meeting Date:** To be determined
- **Meeting adjourned at 4:20pm**

Marsha Malone-Thompson, PhD  
Secretary