

# *Welcome to the Hills Highlands!*

Dear Homeowner(s):

We welcome you to the Hills Highlands Master Association! The Association is managed by Access Property Management. The Management office is located inside the clubhouse on Hansom Road. Our phone number is (908) 781-1930.

“HHMA” has a website that is a very useful source of information about living at the Hills Highlands. The purpose of the website is to improve communications with the residents, and allow owners like you to quickly and easily access information, as well as know what is happening in our community.

To access the homeowner portion of the website, you must log into the website, [www.hillshighlands.com](http://www.hillshighlands.com) using a user name and login.

The community websites’ features for “owners only” include access to the monthly minutes, the governing documents, and financials. Tenant residents do not need to create a user profile or log-in. They still have access to the other information listed below.

- ◆ **User Profile:** Your user profile contains the information about your online identity, as well as any information about yourself that you are willing to share with other owners in the community. Any information entered here will display in the address book for other logged-in owners to look up, except your login name, password, and security level. Owners can choose to “hide” their personal information.

Changing your login name: You may change any of your personal information, including your login name and password by logging in and clicking “user profile”.

- ◆ **Minutes, Governing Documents, and Financials:** Owners of Hills Highlands Master Association have access to Open Board of Trustees Meeting minutes, governing documents, and monthly financials.
- ◆ **Recent Announcements:** Here you can find the latest community announcements.
- ◆ **Boards & Committees:** Listings of all Trustees and Committees within the community.
- ◆ **Frequently Used Documents:** Community documents are displayed in this area.
- ◆ **Email Blasts:** Owners will receive email blasts regarding important community news.
- ◆ **Calendar:** This displays a monthly view of all events.
- ◆ **Amenities:** Information and photos about the HHMA facilities and amenities.
- ◆ **Resources:** This is a categorized list of interesting websites & helpful resources both locally and globally.

Warmest Regards,

*The Managing Agents for the Hills Highlands Master Association*