

KIRBYWOODS PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
October 19, 2015  
1200 Pinewood Lane, 7:00 P.M.

MINUTES OF THE REGULAR SESSION

- I. Call to Order at 7:03 pm
- II. Attendance / Is there a quorum present? Y
  - a. Jonathan Hall – President - P
  - b. Dave Stoops – Vice President - P
  - c. Graham Kenyon – Treasurer – P
  - d. Robert Sladek – Secretary - P
  - e. Kurt Karlman – Director – Not P
  - f. Robert Adams – Director - P
  - g. James Muras – Director - P
- III. Minutes of Regular Meeting
  - a. Approval of Minutes for previous Monthly Regular Meetings – September 2015,
    - i. Rob Adams motioned to approve the minutes as presented; Graham seconded, All were in favor
- IV. Financial Report (Graham Kenyon - Treasurer) –
  - a. September 2015 Financials
    - i. Tree trimming costs not in yet, should be approx.. \$1,148.00
  - b. Supplemental Financial Reports
  - c. Credits due from HCMS?
  - d. CY2016 Budget Proposal/ Proposed Annual Assessment – to be discussed in October -- HCMS needs our information and any message by Nov 1 to support the mailing of the CY2016 proposed budget
  - e. Delinquency Agreement for CY2016 – what are our specific instructions to HCMS on when and how much to charge homeowners for late fees, interest, and handling fees?
  - f. Other?
- V. Old/New Business:
  - a. ACC (Dave Stoops – VP and Chair of ACC)
    - i. ACC requests and status:
    - ii. Other (see also Executive Mtg Agenda)
  - b. Common areas (Kurt Karlman – Director Maintenance and Operations)
    - i. Pool status / concerns if any
      1. Underwater lights – repaired?
        - a. ACTION: Rob S. to call Liz Hey to have the pool company clean RR and get status on the pool lights. Note: the south pool light was working during this meeting. The north light is still not operational.
    - ii. Pool House status / concerns if any
      1. Air conditioning system repair (replace 2-ton compressor) – status?
        - a. ACTION: Rob S. to get clarification from Kurt on bid for \$1,174. Appears to be a double labor charge as presented.
        - b. ACTION: Graham to adjust Capital Reserve for HVAC to account for switching to R-401 in the future.
      2. Other?
    - iii. Sprinkler system status /concerns
      1. Leak on north segment along Kirby Rd -- status? Proposed cost?
        - a. Rob S. clarified this as complete.
      2. Drip irrigation system proposal -- Any further discussion?

- iv. Landscaping status / concerns
  - 1. Ligustrums & shrubs along Kirby Road perimeter – how many need replacing?
  - 2. "Trim trees around tennis court" -- status from Jim Muras.
    - a. Jim reported this as complete.
- c. Website (Rob Adams – Director / Web Master)
  - i. Minutes from CY2014 – did you receive all? Are they now all posted to our web site?
- d. Resolutions (Jon Hall – President)
  - i. None at this time
- e. Other topics
  - i. Open Actions / Anything to discuss?
  - ii. Discussion with our Attorney – generic topics.
    - 1. Process, steps, and waiting periods for filing foreclosure
    - 2. Recent legislation
    - 3. Enforceability of deed restrictions, etc.

- VI. Adjourn to Executive Session at 7:33pm
  - i. Dave motioned to adjourn; Rob A. seconded, All were in favor

Next KWPOA Board Meeting is a QUARTERLY Meeting scheduled November 16, 2015. 7:00 P.M., Pool House.  
 (Quarterly KWPOA Board Meetings occur in May, Aug, & Nov. HCMS coordinates and attends. We may need to meet on the third Wednesday since HCMS Property Manager has a standing conflict with 3<sup>rd</sup> Mondays.)

Signed:  Date: \_\_\_\_\_  
 Jonathan Hall, President

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