

**KIRBYWOODS PROPERTY OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**Tuesday, June 27, 2017**  
**1200 Pinewood Lane, 7:00 P.M.**

**REGULAR SESSION AGENDA – Monthly Meeting**

- I. Call to Order: **By Jon Hall at 7:03 PM**
  
- II. Attendance / Is there a quorum present?
  - a. Jonathan Hall – President
  - b. Jim Muras – Vice President
  - c. Amy Vidrine – Secretary
  - d. Alice McCalla – Treasurer **Absent**
  - e. Rob Adams – Webmaster/Director **Absent**
  - f. Chau Hillman – Director
  - g. Ken Dwyer – Director **Absent**
  
- III. Homeowners or other visitors present? **Yes**
  - a. Roster of visitors: **David Thornton, Rob Sladek, Theo Presswood, Mike Montero, Jesse Hillman**
  - b. Visitor topics? **Camera & Lighting Committee formed and they will be present during July 25<sup>th</sup> HOA meeting for update on their research and findings.**
  
- IV. Minutes of Meetings
  - a. Approval of Minutes for May 2017 Monthly Regular Meeting  
**Jim Muras set in motion, Amy Vidrine second motion, All in favor & approved.**
  
- V. Financial Report (Alice McCalla – Treasurer)
  - a. May 2017 Financials  
**Motion to accept by Jim Muras, Chau Hillman second motion, All in favor & approved.**
  - b. Supplemental Financial Reports if required
  - c. Annual Audit – Certification Letters – signatures required
  
- VI. Old/New Business:
  - b. ACC (Vice President is Chair of ACC)
    - i. ACC requests and status: Any new requests? **Yes** (See Executive Session Agenda)
    - ii. Other (see also Executive Mtg Agenda)
    - iii. Monthly Inspection Report – recommendations on letters to homeowners
  - c. Common areas (TBD – Director Maintenance and Operations)
    - i. Pool status / concerns if any  
**Plastic chairs broken and no longer at pool as of right now. Complaints of bathroom door always being locked. Homeowners have key to bathroom. Also the gate to pool has not been closed all of the way. It needs to be completely closed so it locks for safety. Please make sure both of these items are updated on website. A key code lock was mentioned -- To address key code lock IN NEXT MEETING.**
    - ii. Clubhouse status / concerns if any
      1. Rebuild pedestrian gate  
**Right now the gate closes for some homeowners and others say it doesn't close well. To be addressed IN NEXT MONTH'S MEETING AS WELL AS POSSIBLE STAINING OF FENCE SINCE IT HAS RECENTLY BEEN BLEACHED.**
    - iii. Sprinkler system status /concerns  
**Continues to be in manual mode. One solenoid needs replacing. Goal is to have this NOT manual.**

iv. Entrance

1. Electrical/lighting repair/upgrade. (1 bid = \$3800.00 by Clinton Electrical)  
Clinton Electric quote to do inspection/test is \$405
2. Camera installation (final decision planned for next meeting?)  
Discussion among homeowners and camera/light committee from now until next meeting.  
They will present at next HOA meeting.
3. Median sprinkler valve – troubleshoot and repair. (Rob offered to assist)
4. CLC Water Authority – restore soil that has eroded. (Jim contacted CLCWA – reply?)  
CLC came here & looked at it. Jim to follow up.

- v. Landscaping status / concerns – renew contract? Additional items? Performance concerns?  
Controversy about keeping ligustrum outside of neighborhood or pulling them out and concentrating on the entrance to neighborhood.

Jim with contact Major after the 15<sup>th</sup> of month about sidewalks.

- d. Website (Rob Adams – Director / Web Master with Chau Hillman volunteering to assist. Status?)

- i. Access / password / control of website?

Chau Hillman take action: will run a parallel website to compare. Will include input/comments/concerns of neighbors who cannot make meetings this will be ready by next month's meeting.

1. D. Karlman mentioned that she cannot "save" the updates to the Calendar.

- ii. Minutes from CY2017 – Status?

- e. Resolutions (Jon Hall – Acting President) - none

- f. Other topics

- i. Open Actions / Anything to discuss?

1. Jim Muras / Ken Dwyer: Security Camera reports

- Jim Muras provided the proposal from
  - InFocus (\$7,132.88) and
  - Security Check (\$12,744.45)
- Discussion ensued regarding camera locations, necessary utilities, camera capabilities, local data storage capacity, cloud storage option, funding via a special assessment to property owners, etc.
- Jon requested follow up discussion to address
  - Multiple bids/proposals
  - Demonstration of imagery (day & night)
  - Opportunities to visit existing locations of equivalent solutions to bet a better feel for the installation, esthetics, etc.
- Jim to prepare answers for the May meeting.
- The goal is to make a decision in June if possible.

- ii. Discussion with our Attorney – generic topics. (See also the Executive Session Agenda)

1. Anything to discuss?

VII. Adjourn to Executive Session at 8:15 PM set in Motion by Jim Muras, second by Jon Hall, all in favor & approved.

Next KWPOA Board Meeting is a Monthly Meeting scheduled for Tuesday, July 25, 7:00 P.M., at the Pool House.  
(Quarterly KWPOA Board Meetings occur in May, Aug, & Nov. HCMS coordinates and attends.)

HCMS 832.864.1200 (Dana)

Dana Ladd [danal@houcomm.com](mailto:danal@houcomm.com)

Amy Uarwie / Amy Vidrine<sup>2</sup>