

**Kirbywoods Property Owners Association**  
**Board of Directors Meeting**  
**Tuesday July 31, 2018**  
**1200 Pinewood Ln.**  
**7:00 PM**  
**Regular Meeting Minutes**

**I. Call to Order by Jim Muras at 7:04 pm**

**II. Attendance/is there a quorum present Y**

- a. Jim Muras – President
- ~~b. Ken Dwyer – Vice President~~
- c. Amy Vidrine – Secretary
- d. Alice McCalla – Treasurer
- e. Rob Adams – Webmaster/Director
- ~~f. Theo Presswood – Director~~
- g. Darcy Loerch – Director
- h. Rikki Block

**III. Visitors**

**Discussion Topic**

~~Rob Sladek~~

**IV. Approval of Minute and other**

- a. May minutes **Approved. Alice McCalla set in motion, Rob Adams second motion, All in favor & approved.**
- b. July minutes to reflect that no meeting was held in June. **NO JUNE MEETING**

**V. Financial Report**

- a. Report presentation – Alice McCalla
- b. Payment of invoices
  - i. Large payment to InFocus - Cameras
  - ii. Lawn and sprinklers – **Need approval of sprinkler repairs Approve for no more than \$500. Jim Muras set in motion, Amy Vidrine second motion, All in favor & approved.**
  - iii. Greenleaf – renew or replace contract.
  - iv. Get copies of all contracts to review.
- c. Delinquencies (Specifics to be discussed in Exec Session)
- d. Discussion



- e. Alice McCalla will prepare Budget Review and present in August.

## VI. Old Business/New Business

### a. ACC – Report

#### i. Discussion of Committee – Standing Committee

1. Board Liason – Jim Muras
2. Committee Members – Janice Hall, Dave Stoops

#### ii. ACC Requests

1. 1102 Pinewood – request to fence around AC unit near side front of house. Approved
2. 1102 Pinewood – Rear patio cover. Approved.
3. Report from Rikki Block of violation review revised and approved. Rikki will either send letters out this month or with next drive-through. **None for May.**
4. July drive-through report. (None available). **Rikki Block will send to Jim Muras**

### b. Common Areas

#### i. Pool House

1. Light in bath room needs to be repaired. Fixture has been reattached however missing lens cover.
2. Pool house wall damage. Email sent with photos. Getting quote for repairs. Budget of club house repairs.
3. Signs at pool with rules need to be replaced. Jim is working on pricing for repainting of entry signs, pool-tennis court signs, and camera notification sign. **Jim Muras to take picture of big sign for gate to pool. Getting prices for signs for the following: pool, tennis court, camera and Kirby Woods all together.**

#### ii. Grounds **Shave off leaves growing on entry sign. Jim Muras will talk with homeowner about the plant that is growing on entry brick.**

#### iii. Remodeling of club house to accommodate storage – on hold until 2019 (May want to revisit pending repairs to damage in club house)

#### iv. Tennis Courts – Update report from Alice regarding Warranty of work. **there is no warranty. Rob Sladek sent pictures to Jim Muras.**

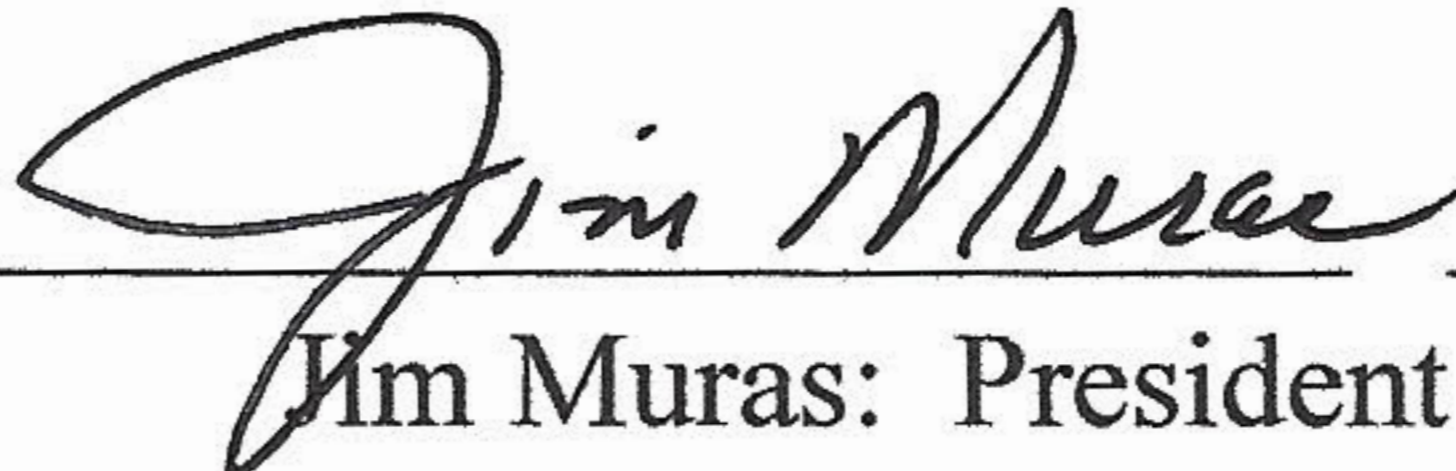
#### v. Sprinkler system status **Rob Sladek suggested he get with Theo P. bc currently has power on both sides.**

#### vi. Tree removal on Kirby and trimming tree over sign – Request sent to HCMS for contract with supplier. Spoke with contractor. Will continue working.



- vii. Camera Installation – Working with Louis at In-Focus. Payment has not been received and therefore he is waiting on initial payment.
    - 1. Sign at entrance with camera notification is not included with camera installation. Working with Theo to include with other signs.
    - 2. Update from Darcy and Theo **See if box is under warranty. Put box in middle, 2-3 feet off ground. Box is sealed and humidity controlled.**
  - viii. Side walk repairs – (No update).
  - ix. Update on Kirbywoods entry sign renovation. Theo/Darcy – status
    - 1. American flag display – Thanks to Jim McCalla and others helping to install mounts.
  - c. Website
    - i. Posting of minutes – Status **completed.**
  - d. Resolutions – None
  - e. Other Topic
    - i. Board member concerns
    - ii. Presidents comments
      - 1. Flood insurance renewal – Report from treasurer. **Keep same. Set in motion by Jim Muras, Rob Adams second motion, All in favor & approved.**
      - 2. Renew landscape contract – Review of requirements and request for bids. **Rikki B. will get quotes for landscap.**
- VII. Adjourn regular meeting
- a. Dismissal of visitors
  - b. Proceed to Executive Session.
  - c. Adjournment Time **7:50 pm Set in motion by Jim Muras, Amy Vidrine second motion, All in favor & approved.**

These Minutes were reviewed and approved  
By KWPOA BOD on Aug. 28, 2018

 9/2/19  
Jim Muras: President Date