

**Kirbywoods Property Owners Association**

**Board of Directors Meeting**

**Tuesday October 23, 2018**

**1200 Pinewood Ln.**

**7:00 PM**

**Regular Meeting ~~Agenda~~ Minutes**

**I. Call to Order** \_\_\_\_\_ **7:10** \_\_\_\_\_

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

- a. Jim Muras – President
- b. Ken Dwyer – Vice President - Absent
- c. ~~Open office~~ Robert Sladek – Secretary
- d. Alice McCalla – Treasurer - Absent
- e. Rob Adams – Webmaster/Director
- f. Theo Presswood – Director
- g. Darcy Loerch – Director - Absent

**III. Visitors**

**Discussion Topic**

None

**IV. Resignation of board member**

- a. Amy Vidrine resignation notice to be include with minutes. Reviewed and accepted

**V. Election of replacement board member/secretary**

- a. Rob Sladek
  - a.i. Motion to elect: Theo; Rob A all in favor

**VI. Approval of Minutes**

- a. September minutes
  - a.i. Motion to approve Theo; Rob A, all in favor

**VII. Financial Report**

- a. Report presentation – Alice McCalla
  - i. No report this meeting.



- a. \*\* Action Item: Alice will send out financials via e-mail.
- b. Outstanding invoices – Any for discussion
- c. Delinquencies (Specifics to be discussed in Exec Session)
- d. Discussion

### VIII. Old Business/New Business

- a. ACC – Report
  - i. Discussion of Committee – Standing Committee
    - 1. Board Liaison – Jim Muras
    - 2. Committee Members – Janice Hall, Dave Stoops
  - ii. ACC Requests – ~~None~~None
  - iii. October drive-through report. (None available at present).
    - 1. Sent to Jim only right before meeting. Not sure this is the results of any recent inspection.
  - iiii. \*\* Action Item: Jim to forward to BOD
- b. Common Areas
  - i. Pool House
    - 1. Light in bathroom fixture - Repaired
    - 2. Signs at pool with rules - Replaced
  - ii. Swimming Pool
    - 1. Possible repair of south strainer – In 2019 Budget
  - iii. Electrical
    - 1. None known at this time.
  - iv. Club house
    - 1. Remodeling of club house to accommodate storage – on hold until 2019
  - v. \*\* Action Item: Rob A. to develop sketch for new storage proposal.
    - 2. Break-in at club house – Screen removed and access through window. Inspection showed no damage or pilferage.
  - v. Tennis Courts
    - 1. Possible repair to damaged areas. Need contractor.
      - 1.a. Drop this item.
    - 2. Tennis net has been replaced – yes, complete.
  - vi. Sprinkler system status – Report from Theo
    - 1. Completed at poolhouse. Theo to submit bill.
  - vi. \*\* Action Item: Theo to estimate entrance improvements and upgrades to sprinklers.
    - vii. Tree trimming at entrance and by homeowners to meet city regulations.
      - 1. Looking for a contractor having insurance to perform trimming.



2. Alice completed the notice to homeowners regarding tree trimming. Has email been sent to homeowners?

**\*\* Action Item: Rob A place notice on website and blast email to residents.**

2.

**\*\* Action Item: Jim Muras to notify the remaining neighbors.**

3. I am working with Bay Area Trees as well as another contractor to get pricing.

4. Jim has estimate of \$600 to trim the (4) trees at the entrance. Still working on getting a quote from Bay Area Trees.

3.a.Motion to approve \$600 to trim the trees: Theo, Rob

A. All in favor

viii. Removal of growth on north entry wall – need board approval for expenditure. See quote from HCMS.

1. Motion to remove the ivy and clean the wall not to exceed \$1400. Rob S; Theo second; all in favor.

viii.

**\*\*Action Item: Theo to get bid to fill sink hole along Kirby, south side.**

ix. Camera Installation – Working with Louis at In-Focus.

1. Down Payment has been made. Pedestals for camera pole has been constructed. Pole is being modified for camera control box mounting.

1.a.Meeting at Thursday, October 25 @ 7pm to discuss progress with In-Focus.

2. Signs at entrance for video surveillance have been erected.

x. Sign replacement – Complete

xi. Side walk repairs – (No update).

c. Website

i. Posting of minutes – Status

ii. Email blast regarding tree trimming.

d. Resolutions – Key resolution to be adopted. Approved at August meeting.

e. Other Topics

i. Board member concerns

ii. Filling board positions for 2019 – possible nominees.

1. Darcy – completing Chau Hillman term – Up for reelection

2. Rob Sladek – completing Amy Vidrine term – Up for reelection.

3. Rob Adams, Jim Muras – Term out.

iii. President's comments

1. Renew landscape contract – Review of requirements and request for bids.

IX. Adjourn regular meeting



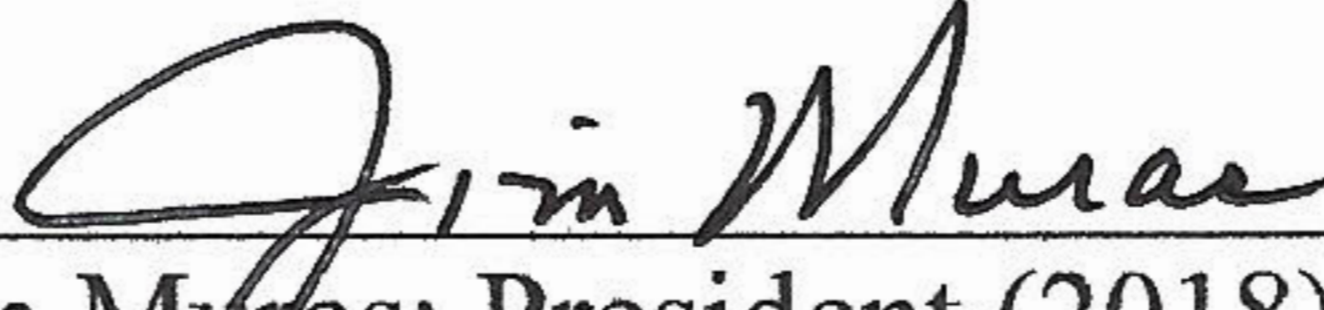
IX.a. Rob A motioned to adjourn @ 8:01pm, Theo 2<sup>nd</sup>, all in favor.

a.i. Dismissal of visitors

b.ii. Proceed to Executive Session.

i.iii. Adjournment Time 8:01

These Minutes were reviewed and approved  
by KWPOA BOD on November 27<sup>th</sup>, 2018

  
\_\_\_\_\_  
Jim Myras: President (2018)

9/1/19  
\_\_\_\_\_  
Date