

**Kirbywoods Property Owners Association**  
**Board of Directors Meeting**  
**Tuesday November 27, 2018**  
**1200 Pinewood Ln.**  
**7:00 PM**  
**Regular Meeting Minutes**

I. **Call to Order** 7:04pm

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

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

III. **Visitors** **Discussion Topic**

<u>Jon Hall</u>	–	<u>No</u>
<u>Topic</u>		
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IV. **Approval of Minutes**

- a. October minutes – Motion to approve, Rob S. Theo Second, all in favor

V. **Financial Report**

- a. Report presentation – Alice McCalla
- a. Action Item – Rob S to inquire Alice about \$22.99 Reconciliation.
- b. Outstanding invoices – Any for discussion
- c. Delinquencies (Specifics to be discussed in Exec Session)
- d. Discussion
  - d.i. Motion to approve September finances, Rob S., Ken second, all in favor

VI. **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
  - 1. 835 Pinewood – House painting, change colors, Approved.
  - 2. 1006 Live Oak – Tree removal, approved, however tree was a trash tree and did not need approval.
- iii. November drive-through report. (None available at present)
- b. October drive-thru report – Letters sent to homeowners along with message regarding tree trimming.
- c. Review “action items” list.
- d. Common Areas
  - i. Pool House – None known at this time.
  - 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. Tennis Courts
    - 1. No repairs to be done at this time.
  - vi. Sprinkler system status – Report from Theo
    - 1. Repairs at club house have been completed – approval of invoice needed.
      - a. Motion to approve invoice for repairs to clubhouse sprinkler system not to exceed \$800. – Ken D., Rob S second. All in favor.
    - 2. Ken reported leak at entrance median.

±. Action Item: Theo to fix and adjust sprinklers.

- vii. Tree trimming at entrance and by homeowners to meet city regulations.
  - 1. Bay Area trees has been contracted to trim trees at entry. Work has been completed.
- viii. Removal of growth on north entry wall – The work has been approved however work has not started. Theo to do the work.
- ix. Camera Installation – Working with Louis at In-Focus.
  - 1. Cameras have been installed. InFocus is working on the technical aspect for development of the app for viewing.
    - a. License plate cameras not working at night.

±. Action: Jim to confirm retention time for images.



2. Status of 4G surveillance - Operating

3. Painting of control box – Black to match pole.

3.4. Need to develop protocol for homeowner request of images.

x. Landscaping to camouflage control box. Requested Theo to give us a proposal.

x. Action item: Theo to provide proposal for landscaping

xi. Management of flower beds at trees at corner of Pinewood and Kirbywoods Dr.

xi. Action Item: Theo to work into landscaping plan.

xii. Side walk repairs –(No update).

1. Rob S. noted that at the last City hall meeting, Jack Mormon did not win re-election. Progress will depend on his replacement's priorities.

xiii. Discussion about recent rehab facility and the need to communicate this to the neighbors.

xii. Action Item: Jim to draft letter to neighbors for door to door and email blast

e. Website

i. Posting of minutes – Status

ii. Email blast regarding tree trimming ~~— done~~Not complete- Rob A still working

f. Resolutions – Key resolution to be adopted. Alice has resolution however board has not signed.

g. 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, Term out

4. Jim Muras – Term out.

iii. President's comments

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

2. Alice has requested approval to spend \$150 for “Thank-you” tray to be delivered to Lakeview Police Dept.

3. Notice of “Planning Meeting” for Taylor Lake Village is scheduled for January 16, 2019. Discussion and input from board members.

4. No meeting scheduled for December. January board meeting will include discussion of Annual Meeting scheduled for February 20, 2019 as directed by Bylaws.



VII. Adjourn regular meeting

~~VII.~~ \_\_\_\_\_

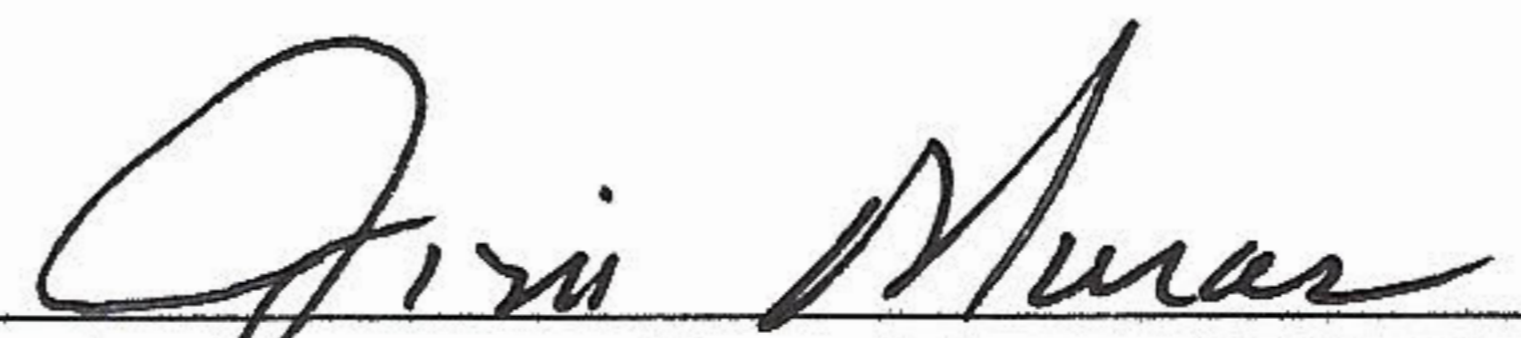
a. Dismissal of visitors

b. Proceed to Executive Session.

c. Adjournment Time 8:06pm

i. Motion to Adjourn Ken D, Rob S, all in favor

These Minutes were reviewed and approved  
by KWPOA BOD on January 23<sup>rd</sup>, 2019

  
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Jim Muras: President (2018)

9/1/19  
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Date