

**KIRKWOOD HOMEOWNERS ASSOCIATION  
BOARD MEETING**

June 16, 2014 6:30 PM Kirkwood Clubhouse

**AGENDA**

1. Call to order
2. Establishment of quorum/Board members present/absent-**Jim Forni absent, all other members present**
3. Approval of May 19, 2014 Minutes **A motion to accept the minutes was presented and seconded. All members voted to approve with no changes.**
4. **Homeowners open forum-** Please limit presentation to 5 minutes or less. Format the presentation to the following: 1. State the Topic, 2. State the issue, 3. State the desired solution from the KHOA Board and 4. State an alternative plan or solution. **A self-proclaimed retired contractor presented thoughts for Board consideration to effect stormwater drainage at units 1519, 1521 and 1523. There were no other homeowner presentations.**
5. **Regular Reports**
  - a. Financial *Chuck M.* **\$151,158.46 in total assets.**
  - b. Pool *Chuck P.* **State public health agency came out to inspect the pool last week. A few minor issues concerning labeling water lines, available phone in pool area, a sign with the pool's address, etc were cited. Chuck P. will respond to each. Also there is a need for volunteers for weekly pool closing. If interested to help, please contact the Board.**
  - c. Maintenance (includes Board vote for various work) *Chuck M.* **Maintenance Requests for new windows at 1539 and 1540 were presented. 1539 was approved by the Board. 1540- The Board needs more information before approval. 1586 – Board needs more information before approval. Chuck M. to follow-up with these homeowners.**
  - d. Landscape (includes Board vote for various HO requests) *Kirk K., Denise M.* **Landscape committee has completed most of the planting projects resulting from Fall 2013 driveway replacement. Denise presented groundcover removal proposal changes – the Board agreed to approve via email once a quote is ready. 1529 landscape proposal approved. 1535 landscape proposal approved. 1592 landscape proposal approved. Proposal to allow a “boring” inspection of a tree between 1584 and 1586 by Kramer Tree Specialist, and to be paid for by the homeowner in 1584 – approved by the Board.**
  - e. Real estate news **1561 closed on 6/13. No Kirkwood homes for sale at this time.**
  - f. Clubhouse rentals- *Cindi K* **No rental requests.**
  - g. Website status- *Denise M.* **Website is up to date, besides the new rules and regulations, as well as the by-laws. Both will be posted soon.**
6. **Old Business**
  - a. Status of repair of pool fence, gate and concrete by Peerless. **Complete. New locks put on internal gate and clubhouse.**
  - b. Status of new Rules and Regulations distribution and remedial distribution method **The Board approved \$502.96 for all the printing and binders of the new Rules and Regulations. As of 6/16, 12 homeowners still need to pick up their books. A remedial pick-up date at the next Board meeting (July) was established. The Board approved a**

**fine of \$100 to all non-compliant homeowners. Thank you to Denise Marks for all the hard work pulling this together!**

- c. HO Insurance “project”- Issues, status of compliancy **The Board is working to ensure compliancy for all HO insurance – Kirkwood must be listed as additional insured with a minimum coverage of \$250K per home. Issues with insurance agencies not allowing Kirkwood as additional insured were brought up. Compliancy rate was not determined at this time.**
- d. Status of sealcoating of driveways- reschedule dates **Complete. Invoice received at the agreed upon price. Good job coordinating this work Scott.**
- e. Children’s play area/play set- Monitoring, maintenance, archiving **Board to buy a new swing to ensure safety. Jim F. agreed to monitor and record the maintenance on the set until another volunteer can take this task over.**
- f. Outdoor lights- Confirmation of plan **It was determined that the lights can be easily washed by homeowners. Board to recommend homeowners do so.**
- g. Status of re-keying clubhouse **Complete.**
- h. Status of mailbox research/review **Brad and Kirk indicated more review needed.**

## **7. New Business**

- a. Entrance “announcement” sign **Proposal to install a removable sign at the Kirkwood entrance with announcements, deadlines, etc. was presented and accepted.**
- b. Call for HO volunteers- method, list of needs **The Board to call on homeowners to volunteer for different duties to help the board and the community out. The Members agreed to compile a list of various duties along with estimated time. Kirk agreed to coordinate this effort.**
- c. Skylights **The board to look at potential solutions to suggest to homeowners (at the homeowners expense) to repair skylights**
- d. Drainage issues for 1521 – **(See Item 4)**
- e. Other new items- **No other new items were discussed.**

**8. Next Meeting July 21 , 2014, 6:30 PM – Kirkwood Clubhouse**

**9. Adjournment- The meeting was adjourned at 8:15 PM**

## **10. Executive Session**

- a. Compliance issues, fines, etc