

Kentwood Home Guardians Minutes

Monthly Board Meeting • Tues., September 20, 2016 @ 7 p.m.
Fire Station #5 • 8900 S. Emerson Ave.

PRESENT: Greg Melton, President; Tracy Thrower Conyers, 1st VP; Ilan David, 2nd VP, George Poppe, Treasurer; Audrey Melton, Interim Operations Manager.

ABSENT: Marion Koh, Secretary

CALL TO ORDER: Greg called the meeting to order at 7:06 pm.

SECRETARY'S REPORT: Motion made to approve the August 9 minutes. Approved (Tracy) and seconded (George).

TREASURER'S REPORT: George reported that KHG had income of \$52.55 from incoming Assessments and \$1200 in transfer fees and had legal expenditures of \$1775 in August. CPA, Frank Miller, to make necessary corrections made prior to next Board meeting.

ARCHITECTURAL COMMITTEE: Vince was not in attendance but Audrey reported that 3 projects were reviewed: 1 Approved; 1 Not Approved and 1 needs more information.

OUTREACH COMMITTEE: Tracy reported that the October Newsletter is in draft and she asked for articles/ideas from stakeholders and other Board members. Tracy also reported that the Community Event – a Safety & Security themed event – will be postponed until Feb/Mar 2017 due to the unexpected need to hold a special ICO event.

OPERATION MANAGER'S REPORT:

1. Suzann Rogers' Resignation - Motion made to approve - Approved and seconded.
2. Updated Assessment Letter approved by Board.
3. Wage Increase Request – Approved and seconded. Made retroactive to Suzann's resignation date.
4. Audrey reported that the majority of the Board members attended the recent training presented by legal counsel Adams Stirling. Board is adopting a specific Code of Conduct. Each member to sign and submit by next meeting.

NEW BUSINESS:

1. The Board discussed whether KHG should take a position on the expiration of the ICO related to Kentwood's R-1 zoning. Given the deep divide in the membership on this issue, the KHG Board voted to take a "neutral" position. Further: (1) KHG will communicate in writing with Councilman Bonin's office to ensure they are clear that KHG has no position on the issue; and (2) will request an extension for

public comment from the City. Tracy to secure a new date with Tricia Keene (Councilman Bonin's Director of Land Use & Planning) for a separate meeting specifically for Kentwood resident to gain greater clarification and ask questions about the ICO. Further, Audrey will create a resource insert to be included in the upcoming Assessment mailing providing the community with all points of contact on the ICO subject.

2. George and Ilan to form an Executive Committee to update KHG's Architectural Guidelines. Adams Stirling to provide samples so there is a structured starting point as well as guidance. Procedures need to be tightened up to ensure consistency in following DPR's and adequate Board oversight. Once guidelines are updated, they will be published on our website, as well as in procedure books (to include form letters, etc). for future Board's use.

OLD BUSINESS:

1. Minutes Book has been created and will be updated each month.

OPEN FORUM - COMMUNITY COMMENTS:

1. KHG stakeholder asked what the process would be to gather info on the community's opinions. KHG should send out survey.
2. Stakeholder asked if plans had been submitted for construction @ 7712 Dunbarton. Audrey reported they had and they had been approved.
3. Stakeholder brought up subject of flyer that another stakeholder had been circulating related to Kentwood's ICO and changes to the Architectural Committee planned by the KHG Board.
4. Stakeholder expressed interest in seeing our DPR's updated. The Board reported that updating DPR's is an expensive process, but that may be considered later in the year.

ADJOURNMENT: Meeting adjourned at 8:41 PM.