

Kentwood Home Guardians Minutes
Monthly Board Meeting Tuesday, October 11th, 2016 @ 7:00 p.m.
Fire Station #5 8900 South Emerson Avenue.

Present: Greg Melton, President; Tracy Conyers Thrower, 1st VP, Ilan David, 2nd VP; George Poppe, Treasurer; Marion Koh, Secretary; Audrey Melton, Operations Manager

Call to Order:

1. Meeting called to order at 7:08pm by Greg Melton.

Secretary's Report:

1. Motion to approve minutes for September 20, 2016 was passed.

Treasurer's Report:

1. Will discuss expenses in new business.

Architectural Committee:

1. Committee members were not present. No report.

Outreach Committee:

1. Newsletter drafted and sent with the assessment package.
 - Included 'Notice of the Notice' (where we post everything, the collection policy, the ICO package was included, and the newsletter).
2. Association branding updated on assessment package.
3. The recent community event with Tricia Keene regarding Kentwood zoning ICO was well-attended.
4. In light of the effort required to organize the ICO event, the Safety & Security event planned for October is being rescheduled for March.

Operations Manager's Report:

1. Assessments are in full swing; volunteers needed.
 - Not just a matter of processing assessments; e.g. questions regarding escrow and fees.
2. Code of Conduct for directors and committee members received from Adam Stirling;
 - Should be signed and filed.

New Business:

1. Records Inspection Request
 - Stakeholders addresses requested by member; Davis-Stirling states we must produce.
 - Member states purpose to solicit members for proxies; not commercial, which is illegal.
 - Discussion: should list of addresses should contain names or just tract numbers.
 - Attorney will be contacted and a reply will be provided within the legal timeline.
2. Nuisance & Violations Letter
 - Just received from the attorney; requires review.
3. Research Office Expenses
 - New bids to lower current prices on office expenses.

Old Business:

1. Architectural Committee Guidelines: New guidelines discussed
 - Structured system of checks and balances to ensure consistency on reviewing projects.

Community Comments:

None.

Adjournment: Meeting adjourned at 7:53PM