

Kentwood Home Guardians Minutes

Monthly Board Meeting • Wednesday, January 15, 2020 @ 7:00 p.m.

**** YMCA – Fireside Room, Annex Building – 8020 Alverstone Avenue ****

Call to Order – 7:06pm

Present: Tracy Thrower-Conyers, Aaron Torrence, Melissa Remer, Crista Copp, Deborah Wettstein (7:20pm)

1. Officer Reports

- a. President's Report – Projects needing Board oversight
 - i. A number of projects that have been stalled due to lack of board members which are listed below under new business
 - ii. Grinder project – trying to break ground but are having issues with LADWP
 - If 10% of units are affordable units, then the builder can get extra height, etc.
- b. Secretary's Report - Review and approve minutes for December 18th meeting
 - i. 1(b)(i) – Amended to state, "We are going to strike 2(a)(iv)(b) after 'Tracy says Aaron is chairman of the architectural committee.' 'And previous discussions at Board level were about Aaron & Tracy meeting with the attorneys,' was stricken as it was not in the original minutes and was not discussed at the 11-20-19 meeting."
 - ii. 6(b) – Amended to state, "Nobody present at the meeting knows what the status of the Grinder project is"
 - iii. 6(c) – Should say, "Request that when the board has special telephonic meetings that speakers please identify themselves."
 - iv. Motion to approve 12/18/19 minutes with the 3 stated amendments – approved 4-0
- c. Treasurer's Report - Review and approve November & December, 2019 P&L and Balance Sheet
 - i. Assessments – as they become due and payable, that is when they get reflected as revenue due to the accrual basis
 - Based on the assumption that we are following all the correct procedures to collect
 - Everything else is being done on a cash basis. Is there a reason that the CPA is continuing to recommend using accrual basis? Deborah will discuss with the CPA
 - Discussion about whether or not we need a new CPA
 - a. Deborah says he seems perfectly qualified.
 - Deborah will speak with the CPA and determine if we should be using accrual or cash basis and bring a recommendation to the board for the next meeting
 - We should look into outsourcing the bookkeeping
 - a. Deborah will look into this.
 - We will table this report until we have spoken with the CPA

2. Committee Reports

- a. Architectural Committee – update & report
 - i. Plans recommended for non-approval requiring Board review
 - a. 8207 Stewart – moving the location of the gate and putting up a new gate and new fencing material. 11 foot stretch of fence that will be 8 feet which is a violation of the DPRs. However, an 8 foot fence already exists. ARC is recommending approval.
 - i. Motion to concur with the ARC recommendation to approve 8207 Stewart – approved 5-0
 - b. 8385/87 Dunbarton – flat roof. Owner stated that they needed to have flat roofs to accommodate the deck on top. ARC recommends non-approval

- c. 8389/91 Dunbarton – flat roof with deck on the top. Stairwell goes above the level of the 2nd story which could be counted as a 3rd story. ARC recommends non-approval
 - i. Motion to concur with the ARC recommendation to deny 8385/87 and 8389/91 Dunbarton due to flat roofs – approved 5-0
 - ii. Request for cease & desist letter
 - iii. Update on approved plans, pending reviews, plan requests
 - a. 8000 Dunbarton – were just concept drawings rather than actual plans on 12/16/19. Actual plans were received on 1/13/20 but there was missing information which was requested by Stuart on 1/13/20.
 - b. Outreach Committee – update and report
 - i. Community Connections Event – need volunteer(s) – we have been invited and Tracy will attend the event. We will publicize this. March 1st 1-4pm
 - ii. Newsletter – we received an offer for a community member that is willing to step up and write the newsletter
 - a. There are 3 issues:
 - i. 1) We owe the community 1 more newsletter.
 - ii. 2) Do we want to continue the newsletter?
 - iii. 3) Is it a fundraiser?
 - b. The Board is not interested in resurrecting the newsletter. However, several members of the Board are interested in a potential email “newsletter.” Tracy will put the volunteer in touch with Crista who is willing to take this on.
 - iii. Website Audit – need volunteer(s)
 - a. Go through the newsletter and make sure the information is correct
 - b. Also add information to make the website more appealing

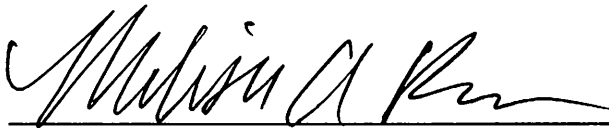
3. Operation Manager’s Report

- a. Assessment Update
 - i. Still working on assessments, especially those using PayPal
- b. Complaint Log
 - i. LMU party house on Beland
 - Audrey knew the owner so that was taken care of very quickly
 - ii. Homeless over by the Mormon church
 - Witness for vanloads of homeless being dropped off
 - iii. Westlawn – a “lean-to” is being build and they want to know if it is permanent

4. New Business – Ongoing Projects Needing 1-2 Board Members to Lead

- a. DPR Update/Operating Rules
 - i. Still waiting on attorney
- b. Implementation of New Election Rules
 - i. The attorney has provided us with draft new election rules
 - ii. An inconsistency was carried over from the old rules and we need to make a decision on whether or not to allow for uncontested elections
 - Discussion on 5.4 vs 5.5
 - Discussion of the title to 5.5
 - a. Motion to adopt 5.5 and strike 5.4 from the election rules – approved 5-0
 - Discussion on not being able to approve the entire document as we haven’t seen a redlined version
 - iii. Request to get Draft 3 from the attorney as a redlined version with the original rules – Tracy will get this
- c. Updates on KHG’s Policy Manual

- d. ADU Proposed Rules
 - i. Can this go along with DPR and Operating Rules?
 - e. Board Liaison for Member Complaints
 - f. RV Parking Proposed Rules
 - g. Strip Lots
 - i. Something needs to be done with the strip lots.
 - ii. Discussion on contests
 - h. Changes to Assessments Billing Protocol/Tools
 - i. Need another Board member on the Outreach Committee
 - j. We need leaders on all of these. The board will look and see if they are interested in tackling these.
5. Unfinished Business - Proposed Amendments to election rules
- a. Collections and Fine Policy need to be added to the list
6. Community Comments
7. Adjourn Meeting – 9:16pm



Melissa Remer, Secretary