

Kentwood Home Guardians Minutes  
Monthly Board Meeting  
Wednesday, May 20, 2020 @ 8:00 p.m.  
**\*\* Zoom Meeting \*\***

Call to Order: 8:13pm

- Present: Tracy Thrower Conyers, Melissa Remer, Crista Copp, Deborah Wettstein
- Excused Absence: Aaron Torrence

1. Officer Reports

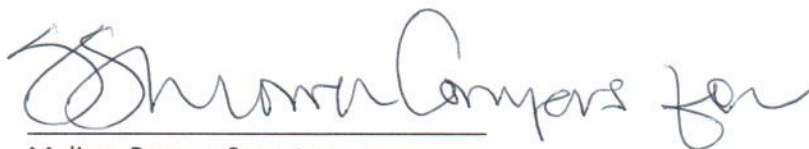
1. President's Report – Update on Attorney & DPR Review Project
  - a. We have begun the process of amending the DPRs
2. Secretary's Report – Review and approve minutes for February regular meeting and special meetings on April 22nd, April 30th and May 11<sup>th</sup>
  - a. April 22<sup>nd</sup> Minutes – motion to approve as presented - approved 4-0
  - b. April 30<sup>th</sup> Minutes – motion to approve as presented - approved 4-0
  - c. May 11<sup>th</sup> Minutes – motion to approve as presented - approved 4-0
3. Treasurer's Report
  - a. Review and approve February, March, April & May P&Ls and Balance Sheets
    - i. Discussion on formatting of report
    - ii. We are going to re-look at the February, March, and April financials as individual reports and we will review and approve at next month's meeting.
    - iii. "May" is on the agenda in error
  - b. Updates to fiscal year budget after mailing of Annual Disclosure Package
    - i. Audrey will discuss under Operation Manager's Report

2. Committee Reports

1. Architectural Committee – update & report
  - a. Update on approved plans, pending reviews & plan requests
    - i. Update by ARC on reviews in process
    - ii. 6954 77<sup>th</sup> St.
      1. Motion to adopt ARC recommendation for approval – approved 4-0
    - iii. 6550 Kentwood Bluffs
      1. Motion to adopt ARC recommendation for approval – approved 4-0
2. Outreach Committee – update & report
  - a. Annual Meeting – call for theme/speaker ideas
    - i. Discussion on a virtual vs. in-person meeting
    - ii. Discussion on possible topics
  - b. Status of Email Drive & Opt Out Campaign

- i. Push in our mailing to get members to consent to receiving electronic notice – we have 320 filled out so far
    - ii. Community member recommendation that we charge people for the mailing if they opt to receive them in paper form
- 3. Operation Manager's Report
  - 1. Update on assessments 2nd mailing
    - a. Delay in having the printer print the mailing so people are just receiving their 2<sup>nd</sup> notices.
      - i. \$400 collected from this so far but Audrey anticipates receiving additional sums by next month
  - 2. Review and critique of Annual Disclosure Package preparation & mailing
    - a. 2 invoices came in that need to be added to this year's fiscal budget
      - i. Neither were anticipated
      - ii. Legal budget over by \$4k
        - 1. Tracy says most of this is due to the unanticipated legislative changes at the end of 2019
      - iii. We saved about \$2.5k on annual disclosure package
  - 3. Kudos & Complaints Log
    - a. Emerson fire station on 85<sup>th</sup> Pl. and Manchester – overgrown
      - i. Bonin's office has been contacted and the process has begun to get this cleaned up
    - b. There has been an uptick in general complaints, trashcans not being brought in, etc.
- 4. New Business – Election Timeline & Annual Meeting Date
  - 1. The election has to take place at least 105 days after the election rules are approved
  - 2. Discussion on putting out another call for candidates per the attorney's recommendation
    - a. Tracy will do this
  - 3. Linda Kokelaar is willing to be the inspector
  - 4. The annual meeting will take place on September 12, 2020
  - 5. Motion to appoint Linda Kokelaar as inspector – approved 4-0
- 5. Unfinished Business – None
- 6. Community Comments
  - 1. None

Adjourn Meeting – 9:24pm



Melissa Remer, Secretary

approved at 4-14-21 mtg