

Kentwood Home Guardians Agenda
Monthly Board Meeting
Wednesday March 17th, 2021 @ 7:00 p.m.

**** Zoom Meeting ****

(Instructions To Join Meeting Below)

Please note this is not our usual location

Call to Order - 7:03 pm

Present: Alyssa Bost, 1st Vice President, Tracy Thrower Conyers, Secretary, Deborah Wettstein, Treasurer

Absent: Aaron Torrence, President (unexcused)

Brief Introduction of Board and Meeting Procedures

1. Preliminary Comments & Questions From The Community

- Tommy Roys
 - “No minutes” on the website
 - Thinks an outside website should administer our website

- Linda Kokelaar
 - She wants to know who is signing Audrey’s checks

- She wants discussion about the proposed Architectural Review Committee Coordinator; is concerned that proposed candidate has not attended or participated in KHG or ARC meetings before
- She opposes any assessment increase
- She wants the association to buy and implement HOA software
- She wants a new letter opener for the office; Audrey agreed this would be helpful for assessments processing and agreed to investigate pricing
- She is unhappy that minutes are missing from the website and wants them posted as required by Davis Stirling

2. Officer Reports

a. Secretary's Report – review & approve May 20, 2020, June 17, 2020, July 30, 2020 (executive session only), July 22, 2020 & February 17, 2021 regular board meeting minutes

- Deborah hasn't reviewed the May, June & July minutes and Alyssa wasn't at those meetings; bring back minutes next month for review and approval
- Deborah believes there is discussion missing from the February minutes and wants to listen again to the meeting recording; bring back minutes next month for review and approval

b. Treasurer's Report – review & approve February 2021 P&L and Balance Sheets

- No report – Audrey was not able to generate financials due to other tasks; will be included with next month’s report

3. Committee Reports

a. Architectural Committee – update & report

- Tom Koranda, ARC member, reported that no properties were approved by default in past month
- Tom reported that members of the committee are Tom, Linda Kokelaar, Terry Walton, Vince Bertolini and Board Member Aaron Torrence
- Tracy asked the Board to approve Rosemary Lackow as ARC Coordinator to replace Stuart Blashill, who recently left the position
 - The ARC members in attendance (Tom & Linda) asked to defer this request for further review by ARC
 - Tom advised (and Linda confirmed) that Aaron had not asked other ARC members if they were willing to take on the ARCC role
 - Tom will act as Interim ARCC

b. Outreach Committee – update & report

- Alyssa reported:

- The committee is working on a draft digital recording destruction policy
- The committee identified and brought an ARCC candidate for approval at tonight's meeting
- The website has been updated with the recently approved Inclusion Statement
- The committee is working on a draft letter for the Board asking for Lot 87 changes
- The committee set up a new zoom account at the Board's request; past meetings were held on member accounts

c. Operating Rules Committee – update & report

- Deborah reported the committee is looking for members

4. Operation Manager's Report

- Audrey is working on removing an old lien on a Dunfield property
- She also reported that a member is concerned about cell towers in the community and asking if KHG is notified prior to construction

a. Kudos & Complaints

- Fence at 77th/Dunbarton – complaint made that the fence is obstructing traffic views; Tom volunteered to do a walk by
- 8301 Stewart – the neighbor is asking the Board again for action. Audrey was instructed to tell the neighbor that Board members

have driven by the property and don't see the problems being described.

- Audrey reported there has been an uptick in tree root complaints

b. Assessment Update

- 2nd Notice about unpaid assessments is ready, but Audrey just received a flurry of payments and has to update the list before sending the statements
- The Board discussed whether the letters needed a cover letter (no) and whether the statements should continue to have lien language in them (yes)
- Regarding collections, the Board agreed to see what happens from the 2nd Notice and then talk about a bigger plan to deal with outstanding accounts

5. New Business

a. Budget for next fiscal year

- The budget still needs review by Board; defer approval to next meeting
- Because the April meeting on its current schedule is too late to meet mailing deadlines for the budget and annual disclosure package, the Board agreed to schedule the April meeting for April 14, 2021

b. Call for Board Candidates

- We have two 2-year seats and one 1-year seat on the ballot
- Interested members are asked to refer to the requirements posted on our website and emailed to members on March 13th
- The association's election rules are also on our website
- The nominations period closes April 12th

c. Candidate Forum

- The Board agreed to hold the Candidate Forum required in our Election Rules at our May Board meeting, currently scheduled for May 19, 2021

d. Appoint Election Inspector

- Motion made by Deborah to appoint Linda Kokelaar as Election Inspector, Alyssa seconded, motion passed 2-1

6. Unfinished Business

a. Review & approve letter from KHG to LADBS regarding Lot 87

- An issue was raised by a community member about the Lot 87 history that needed to be investigated prior to finalizing the letter; will bring back the letter next month

b. Deborah & Aaron As Signers on KHG Bank Accounts

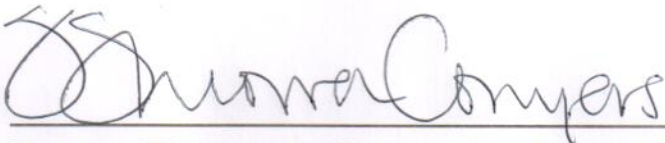
- Deborah reported this activity is still in progress

7. Further Community Comments

- Tommy Roys
 - She wants draft minutes from the October Annual Member Meeting on the website
 - She wants the association to get a different website
- Linda Kokelaar – reiterating her remarks from the beginning of the meeting that she wants the association to buy HOA software

Adjourn Meeting – 9:01 pm

EXECUTIVE SESSION re recent legal bills and attorney advice



Tracy Thrower Conyers, Secretary