

KENTWOOD HOME GUARDIANS

Monthly Open Board Meeting
Wednesday 18th, June, 2025 @ 7pm
Zoom

CALL TO ORDER

The meeting was called to order at 7:04 PM with community comments after roll call.

1. ROLL CALL

Directors:

	Present	Absent
Yana Komsitsky, President	[X]	[]
Tom Koranda, Treasurer	[]	[X]
Gregg McNelly Secretary	[X]	[]
Open	[]	[]
Open	[]	[]

Special Guests:

None

2. OFFICER REPORTS

● President's Report / President

Yana opened meeting explaining Treasurer was absent and why. She then went on to explain reasoning why meeting could be held (reasoning is located on last page of these June minutes. Board transparency for KHG members of board actions in an open meeting. The next point was a call for candidates and where candidates for board can apply by Aug 4th 2025 5pm deadline. Emphasized encouraging community feedback and participation, highlighting the importance of addressing members issues.

● Secretary's Report /G McNelly, Secretary

Annual Disclosure package sent out to all board members April 30 was discussed pointing out the budget and assessments information to members. Since the May board meeting was canceled due to the Treasurer being unavailable in May as well. Approval of Minutes from Oct 2024, Feb 2025, March 2025 and Apr 2025 KHG Meetings were discussed and approved. Meeting minutes Oct 24, Feb, Mar, Apr 25 were approved motion carried with vote 2 to 0

● Treasurer's Report /Tom Koranda, Treasurer-absent G. McNelly reported for treasurer

- Financial Reports for Mar to May 2025 were discussed. The financials for Mar, Apr and May 2025 were not approved for posting on the portal. Motion to approve Financials tabled.

- The Jan to May 2025 financials were not approved and were tabled to the July meeting
- Assessment Collection; - Current Collection Status- Collections were up in April and May by approximately \$12k. June collections were unknown. Activity with members was up in dealing with accounts.
- Taxes; Since Tom was absent status of abatement letter was unknown with IRS. Concern was expressed by lack of action by treasurer.
- Administrative Tasks for Community Members on assessments; The board is working on improving transparency and addressing member complaints regarding late fees and other charges. Board is working on these issues.
- Transfer/escrow fee – Discussed HOAS meeting on 23rd May progress in splitting bill. Into two parts and problems with tracking.

3. COMMITTEE REPORTS

Architectural Review Committee / Report presented by Yana Komsitsky

Problems in getting into the ARC plan account was discussed. The progress of the Architectural Committee, which dealt with two new known projects. Approval of 3 plans by acceptance after 30 days time lapse rule.

Safety & Security Committee / Report presented by Yana Komsitsky

Yana reported on the Safety and Security Committee Neighborhood Watch:- Yana reported that placement of 6 signs had been approved by the city with the movement of one sign.

Finance Committee / Report by G McNelly filling in for Treasurer absent

Discussed problem with HOAS financials being \$6K from checking expenditures over fiscal year

DPR Committee /Tom Koranda, Treasurer-absent

No Activity to report

Environmental Committee / Report presented by Yana Komsitsky

No Activity to report

4. HOUSEKEEPING

- Digital Assets (email and shared communications accounts) Ongoing known problems about getting into accounts. Access problems for board president. Primary Board email account only available to Tom Koranda, because account shows authentication code goes to his cell phone.
- PayPal/Incidental expenses handling procedures. Treasurer has not reported to board if he has paid back erroneous charges to KHG. Discussion to continue next month when Treasurer will be available.
- President and Treasurer agreeing on expenditures and appropriate methods of reimbursement.

5. UNFINISHED BUSINESS

- MOTION to approve Approve funds to rent venue at Covenant School auditorium and date of Oct 25th 2025 for Annual Meeting. Expenditure of \$220 dollars for rental.
Motion Approved 2-0
- The Board letter to be sent IRS for penalty abatement if Treasurer has not completed task to date by President. Goal is to resolve this matter related to IRS penalties as quickly as possible since Treasurer is not providing update.
- Reach out to HOA CPA candidates for potential replacement of current CPA.
- Election- Election Planning;The Board is considering options for the upcoming election potentially hiring an independent election officer.

6. NEW BUSINESS

- Assessment Collection Fine Amnesty Program- Board Discussion to continue next month. Forgive charges of less than one dollar to get them off the books.Tabled without Tom to discuss his motion.
- MOTION to approve max \$1500 for required Reserve Study. Motion tabled as this is approximately 3times the \$530 quote. Discussion to continue next month when Treasurer present to explain increase.
- MOTION to approve KHG street signs for production max \$900.
Motion approved 2-0
- MOTION to pay accountant max \$2.5K to do taxes for FY 24-25. Discussed getting ready to do fiscal year taxes with a chosen accountant approved by board. Expenditure to cover cost of CPA
Motion approved 2-0
- MOTION to give President authority to approve reductions of certain problematic fees assessed by association (\$150 cap). This motion was withdrawn by Yana.
- MOTION to approve publication of “local interest” profiles (KHG members, local merchants, etc.) in Newsletter. Discussed there are no expenditures by KHG. Strictly community interest for Newsletter.
Motion approved 2-0
- MOTION to set rule for expenditure approval by 2 Directors. Discussed that this is required by treasurer and president. Discussion to continue next month.
- MOTION to make minutes available by email vs website posting. Will look into compromise of putting minutes on portal for members. Discussed need for transparency. Discussion to continue next month.
- MOTION to approve Feb, March and April 2025 Financials – tabled see above discussion in Treasurer Report.
- MOTION to clear interest charges (under \$1) for current accounts may be tabled. Tom not here to discuss why. Motion tabled.
- GoDaddy services status – Question to Tom what are we paying for and why this \$500 was not approved by both him and President as required. Discussion to continue next month.

7. COMMUNITY COMMENT

Community comments were heard. Agenda & Non-Agenda items; 15 minutes total; 2 minute limit per speaker.

ADJOURNMENT

The meeting was adjourned by Yana Komsitsky at 8:38 PM.

THESE MINUTES WERE ADOPTED BY THE KENTWOOD HOME GUARDIANS BOARD OF DIRECTORS ON 7/23/25

Gregg McNelly, *July 24 2025*

Gregg McNelly Secretary

Reviewing the By-Laws, Sections 2 (Vacancies) and 6 (Quorum) below.
Section 2. *Vacancies:* In case of any vacancy in the Board of Directors through death, resignation, disqualification, removal, increase in the number of Directors (and failure of the members to fill the vacancy at the meeting or any adjournment thereof at which the increase of Directors was approved) or the failure of the members to elect a full Board at any meeting, or other cause, the remaining Directors, though less than a quorum, by affirmative vote of a majority thereof, may elect a successor to hold office for the unexpired portion of the term of the Director whose place shall be vacant and until election and qualification of his successor.

[This hasn't happened so there are currently 3, which is allowed per the above, but could be 5]

Section 6. *Quorum:* A majority of Directors, as fixed by the Articles or the By-Laws, [above allows 3] shall be necessary to constitute a quorum for the transaction of business, but if at any meeting of the Board, duly held or called, there shall be less than a quorum present, a majority of those present may adjourn the meeting from time to time.

2 of 3 is a majority.

Any decisions, if any are made, can be ratified or set aside later.