

KENTWOOD HOME GUARDIANS

Monthly Open Board Meeting
Wednesday 20th, Aug, 2025 @ 7pm
Zoom

CALL TO ORDER

The meeting was called to order at 7:01 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:

Justina Gilleland Notary Election IOE (Inspector of Elections)
Sandye Amshen New board Member
Gina Porretti New board Member
Debra Huston New board Member

2. OFFICER REPORTS

- **President's Report** / Yana Komsitsky, President
Yana opened meeting introducing IOE Justina Gilleland a Notary to the meeting and explaining her role and why she was attending tonight's meeting. IOE to judge that there are three candidates meeting the election form date requirement. Yana went on welcoming the new candidates for the board. Yana explained the board was going to the process of accumulation seat the candidates. Three candidates and three seats available on the board.
- **Secretary's Report** / G McNelly, Secretary
Discussed the July minutes for approval. After a brief discussion that Tom had new comments and Yana had not reviewed July minutes. The vote was Tabled for next month. Gregg reminded attendees about the October 25th for the in person Annual Meeting. Gregg explained that this was his last meeting as an official board member. Also welcoming the candidates and offering help and support to incoming board members. Gregg to fulfill duties as board director continues until the new members will be voted in by process of acclamation near the end of this meeting.

● **Treasurer's Report** / Tom Koranda, Treasurer

-Tax Penalties; Tom reported that he received confirmation letters from the IRS, just today, to accept the board's request for abatement, to reduce penalties for all three years' that, previously had been filed late. The tax penalty with the IRS for FY18, FY22 and FY23 had been reduced by over \$11,000 dollars. Tom is to be congratulated for his efforts in this matter.

- **Financial Reports** for June 2025 and July 2025 were discussed and reviewed. The June and July 2025 were both approved for posting on to the HOAS portal.

Motion to approve Financials - June 2025 and July 2025 Motion approved 2-0-1 with Tom and Gregg approving and Yana abstaining.

-Hartford Insurance; Tom stated that he had completed the Audit questionnaire from Hartford. Tom was able to save \$8 dollars off the rate Hartford charged on last years bill. The completed Audit questionnaire and correspondence is to be saved on the Board's Google drive by Tom as an action item. Insurance rates for KHG will stay the same and actually be reduced slightly.

-New taxes for YR24-25 Fiscal Yr; Tom reported he still awaiting Bonnie at HOAS to Supply him a zip file for the Accountant Frank Miller. Tom report he want to continue with Frank and had been in contact with him. Frank is prepared to work on taxes right away. Mr Moon Assoc Inc was offered as a backup accountant. Tom will status at next month's board meeting, that hopefully the fiscal taxes are done and filed with the IRS and Calif FTB. A meeting with HOAS is necessary if HOAS is cause any delay in releasing info needed by accountant to complete taxes.

- **Assessment Collection;** - Current Collection Status-\$100k+ has accumulated as past due. Discussion centered on the best way to handle and how to get delinquent members to pay up. New assessments will be coming due again in November mailing out Oct 1,2025 to HOA members. Over the years a number of homes have become delinquent. Yana wants to add a reminder for past dues, this will be added for members that are past due, in the new assessments package to be sent out in Oct.

-Excess Income; Tom discussed again that \$77k in savings account plus current year savings needed to be dealt with. Board members discussed several specific proposals for how the funds would be allocated. Proposals to be mailed out with new assessments collections and /or distributions would be considered in the Annual meeting agenda. Concern was expressed by the treasurer for following the Calif code for these funds.

-CondoCerts; President expressed need for approval to handle escrow demands. Treasurer expressed caution in proceeding due to HOAS merging with NOVA changing landscape for management company. A need to layout what each party company does, expects and charges to approve transition to CondoCerts was discussed. The motion was tabled until Sept meeting.

-Transfer/escrow fee – Discussed HOAS meeting on 23rd May progress in splitting bill into two parts and the problems with tracking. Awaiting HOAS new billing. Approving billing delayed by HOAS.

- **NOVA & HOAS merger**-Tom discussed the upcoming merger of our management company on Sept 1st of this year. How the merged company would have a new portal and require members to sign-up for new accounts. NOVA has been sending out emails on this process to members emails.

- **Calif Bill AB130**- A new bill passed by the California legislature was discussed. The bill limits HOA fines and has impact on HOA and its members.

3. COMMITTEE REPORTS

No committee reports due to time constraints of meeting this month except Environmental and Elections.

Architectural Review Committee / Report presented by Yana Komsitsky

No Activity to report

Safety & Security Committee / Report presented by Yana Komsitsky

No Activity to report

Fiance Committee / Report by **Tom Koranda** Treasurer

See treasurer no meeting this month with HOAS.

DPR Committee /Tom Koranda, Treasurer

No Activity to report

Environmental Committee / Report presented by Tim Mutton

Tim reported on activity on the bluff closure and the restricted access to bluff. Tim indicated he had been in touch with the LMU Advisory Committee and that the restrictions would be lifted by November of this year.

Elections Committee / Report presented by G. McNelly

Gregg reported that the election will close out tonight with seating of the candidates, by the process of acclamation. See the "Acclamation" section 5.0 of Meeting Minutes below.

4. NEW BUSINESS

- MOTION to approve Financials for June and July 2025
Motion approved 2-0-1 with Yana abstaining See above under Treasurer Report.
- MOTION to approve \$773 increase for Hartford Insurance. Motion withdrawn. Tom completed audit and no increase required for Hartford Insurance.
- MOTION to approve CondoCerts - Motion Tabled for more information
- MOTION to approve HOAS bill for Transfer/escrow fees- Motion Tabled awaiting split bill from HOAS.
- MOTION to approve assessments for 25-26 mailing through HOAS. Proposal is tied to allowing page inserts in letter of assessments to HOA members to include information on past due assessments for delinquent accounts. A page survey for application to excess income that includes areas of disbursement to used by board in allocating funds. See discussion below. A page for NOVA to explain how to set up accounts and access to updated portal and payment options for assessments. Motion discussed concept approved 2-1 with tom objecting. Motion to be further refined by next month for October mailing.
- Discussion -alternative for vote on excess income of up to \$77K (if required, as there may not be member quorum at annual meeting), including: adding survey to Assessment bill mailing for member input/vote on certain options including DPR revision; conversion to Electronic Election (to save mailing expense); hiring IOE for next election; financial audit reviews, and other to be determined expenses. Motion tabled to the Sept meeting.
- MOTION to approve creation of a Tech committee. Committee to tackle problem of Digital Assets-On going known problems about getting into accounts. Accessing problems for board president. Yana then went on to discuss the problems with passwords availability and getting security codes for the KHG accounts. Security codes tied to personel phone numbers. All five

board members easily getting access to KHG digital accounts. KHG Website improvements and updated Infastrucure andcleanup of board goole drive. Review of Mircrosoft teams for board use. Members to include Gregg, and Sandye with other board members support. .Motion approved 3-0

- MOTION to solicit 2024-2025 audit proposals (possibly to include past years)-Tabled due to time constraints of meeting

5 Acclamation Process

- - MOTION to seat on the KHG Board by acclamation per Davis Stirling Section 5103.The board has hired an independent election officer Justina Gilleland Notary Election IOE (Inspector of Elections). Justina Gilleland has reviewed The candidates form submittals, time stamps on forms, and that candidates are paid up to date as required by KHG election rules. IOE has determined there are three candidates that all three are in good standing and qualified for the three open board seats per and Davis Stirling Section 5103 and KHG election rules. The candidates are:

1. Sandye Amshen KHG HOA Member
2. Gina Porretti KHG HOA Member
3. Debra Huston KHG HOA Member

- This motion to seat new board members by accumulation was approved 2-1 with Yana and Gregg approving accumulation vote and Tom strenuously objecting. Note! Tom had decided to challenge seating of the three candidates tonight wanting to wait to Annual Meeting in October. Tom is saying the KHG board is not following the election rules. The other board members disagree and have followed the law and statue. Tom believes current board should vet candidates for their suitability to take seats on the KHG HOA board. Tom wants to do a criminal background check for all three candidates. Something the board has not done with candidates in the past. Candidates are all three are KHG HOA homeowners and all candidates have attested on their application forms they are not criminals. KHG has used the process of acclamation on past boards when volunteers wishing to join, are equal to, or less than the number of open seats on the board. The board has had only 3 members for nearly a year. One current board member 2 yr term has been completed. The current board has no right to block qualified HOA members from joining the board and taking seats on the board.

6. 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 8:52 PM.

THESE MINUTES WERE ADOPTED BY THE KENTWOOD HOME GUARDIANS BOARD OF DIRECTORS ON 09-16-2025.

Gregg McNelly *Sept 18-2025*

Gregg McNelly Secretary