

**Kylemont @ Lansbrook Homeowners Association (HOA)  
Board of Directors (BOD) Business Meeting – September 9, 2019**

**Attendees**

Board Members: John Gregor, Ricky Negron, Aaron Spink, Jane Swango  
Other: Rob Moore

**Call to Order**

- The Kylemont HOA BOD meeting was called to order at 7:05 PM
- The minutes from the August 12, 2019 Kylemont HOA BOD meeting were approved with comment

**Financial Report**

- Rob Moore provided a summary of the HOA financials for 2019.
- To date, receipts are ~\$3k over budget and expenditures are ~\$4k under budget.
- The HOA annual liability insurance was renewed at a cost increase of ~14%.
- Invoices, for second half of 2019 association fees, were mailed to those residents who opted for semi-annual versus annual payments.
- The following was reported on properties that are past due on payment of HOA fees:
  - 5155 Karlsburg Pl. – A registered letter requesting payment was mailed.
  - 5252 Karlsburg Pl. - A registered letter requesting payment was mailed.

**Architectural Review Committee**

- Neighborhood Inspection – A walk-around inspection of the neighborhood was conducted and a letter is to be mailed to those homeowners whose property requires some maintenance action.

**Old Business**

- Tree Removal
  - It was noted that there are 52 pines (7 dead) on the Highpoint berm and 7 pines plus 4 palms (3 dead) at the south end of Kenwood Ct. that are candidates for removal in the near and distant future.
  - John Gregor is to review the previous cost for tree removal against what has recently been quoted from contractors and discuss the existing quotes with the respective contractor.
  - Based on final quotes, the BOD will determine how many trees to remove by the end of 2019.
- Landscape Maintenance
  - Jane Swango will continue to work with R. Williamson to fulfill their existing contract requirements. Based on a recent meeting, a list of action items has been established and a follow-up onsite meeting is planned for Friday, September 13.
  - Jane Swango has received quotes from other landscape contractors for BOD review / consideration.

**New Business**

- Annual HOA Meeting & BOD Election
  - It was noted that the annual HOA meeting is scheduled for December 9 and that there will be 2 (two) open BOD positions for election at the 2019 Annual meeting,
  - BOD nomination forms will be mailed to all homeowners in September. Based on nominations received, ballots will be mailed with the Annual meeting notice in early November.

**Adjournment**

- It was agreed to reschedule the next BOD business meeting from Nov. 11 to Nov. 4, 2019.
- The meeting was adjourned at 8:05 PM