

**Kylemont @ Lansbrook Homeowners Association
Board of Directors Business Meeting – July 20, 2015**

Attendees

Board Members: John Gregor, Ken Kunsman, Rob Moore, Ricky Negron

Homeowners: Jane Swango

Call to Order

- President Ken Kunsman called the Kylemont HOA BOD meeting to order at 7:37 PM
- Minutes from the May 12, 2015 business meeting were approved.

Treasurer's Report

- It was noted that the \$2,206.50 vendor invoice was received for renovating the landscaping of the Kylemont entryway island.
- Treasurer Rob Moore reviewed the current status of the 2015 Kylemont HOA operating budget. He noted that year to date expenses are currently ~\$1755 over budget due to the entryway and pond maintenance expenses.
- It was noted that the collection process will be initiated on Lot 37 (5155 Kernwood Ct.) for 2014 and 2015 past due HOA fees as no response was received to the certified letter sent to the property owner.
- There was general discussion on how best to account for HOA reserve funds in the future. It was agreed that a maintaining a general reserve fund would be more advantageous than an item specific reserved fund.
- Rob Moore will prepare a draft 2016 HOA budget review during the August 31, 2015 meeting.

Architectural Review Committee

- A follow-up neighborhood inspection was conducted and letters were sent to 30 homeowners asking them to address specific concerns with their property.
- Architectural Modification requests were approved for:
 - 4975 Kernwood – exterior house paint
 - 5083 Kernwood – exterior garage lighting and replace roof shingles
 - 5139 Karlsburg – tree removal

Old Business

- Sidewalk Power Washing – It was reported that power-washing of the common sidewalks in Kylemont was completed in May.
- Street Lights – John Gregor reported that Duke Energy has committed to refurbishing the street light poles in Kylemont in the first quarter of 2016.
- HOA Insurance – Rob Moore will investigate the potential options for renewing the HOA insurance coverage.

New Business

- Pond Fishing – It was agreed that a No Fishing / No Trespassing sign is to be installed at the pond by the Kylemont entrance. Ken Kunsman indicated that he will coordinate implementation of a pilot program that provides permits to Kylemont residents for fishing the ponds on HOA property.
- BOD Addition – Jane Swango was appointed to the open at-large member position on the BOD.

Homeowner Comments

- None

Adjournment

- It was noted that next BOD business meeting is scheduled for August 31, 2015.
- The meeting was adjourned at ~9:00 PM.