

**Kylemont @ Lansbrook Homeowners Association
Board of Directors Business Meeting – January 18, 2016**

Attendees

Board Members: John Gregor, Ken Kunsman, Rob Moore, Jane Swango

Call to Order

- President Ken Kunsman called the Kylemont HOA BOD meeting to order at 7:10 PM
- Minutes from the August 31, 2015 business meeting were approved.

Treasurer's Report

- Treasurer Rob Moore noted that the BOD received notice of a planned Pinellas County Sheriff's sale for the home at 5023 Kernwood Ct. (Lot 24).
- It was approved to provide an additional 30 days for receipt of past due 2015 HOA fees for 5208 Karlsburg Place (Lot 79). If not received by then, this will be referred to the HOA law firm for collection.
- It was agreed to send the past due 2015 HOA fees for 5155 Karlsburg Place (Lote 62) to the HOA law firm for collection.
- It was moved and approved to allow the BOD Treasurer to have the discretion on resolving HOA late fees or payment discrepancies up to \$50 without BOD approval.
- It was moved and approved to increase the December 2015 Bad Debt Reserve account from \$6,000 to \$12,000.
- An expenditure of \$300 was approved for the purchase of QuickBooks for HOA accounting.
- Rob Moore noted that invoices for 2016 HOA fees would be mailed in late February. The 2016 annual fee (\$1500 if paid in semiannual installments or \$1425 if paid in full early) is unchanged from 2015.

Architectural Review Committee

- Architectural Modification requests were approved for:
 - 5104 Karlsburg – installation of attic fan
 - 5168 Karlsburg – oak tree removal?

Old Business

- Pond Fishing – A No Fishing / No Trespassing sign was installed by the pond at the Kylemont entrance.
- Ken Kunsman reported that Davey performed clean-up maintenance at the entryway island.
- Ken Kunsman noted that a review will be conducted of maintenance requirements for the berm along Highpoint Dr.
- John Gregor volunteered to coordinate repainting of the street signs and will follow-up with Duke Energy on the re-staining of the light poles.
- Jane Swango is continuing to work with Valley Crest on landscaping of the entryway island.

New Business

- None

Homeowner Comments

- None

Adjournment

- It was noted that next HOA BOD business meeting is March 14, 2016.
- The meeting was adjourned at ~8:25 PM.