

DRAFT

**Kylemont @ Lansbrook Homeowners Association  
Board of Directors (BOD) Business Meeting – March 14, 2016**

**Attendees**

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

**Call to Order**

- President Ken Kunsman called the Kylemont HOA BOD meeting to order at 7:02 PM
- Minutes from the January 18, 2016 business meeting were approved.

**Treasurer's Report**

- Treasurer Rob Moore reported that an estoppel request was received for 5023 Kernwood Ct. (Lot 24).
- The past due association fees for 5155 Kernwood Ct. have been paid in full.
- The property of 5132 Karlsburg Place are to be auctioned in April.
- Based on past due association fees, the BOD approved initiation of the legal collection process on the property of 5209 Karlsburg Place.
- The expenditure of \$113 for mailing of 2016 Homeowner Association fee invoices was approved.

**Architectural Review Committee**

- Architectural Modification requests were approved for:
  - 5128 Kernwood Ct – New roof shingles
  - 5123 Karlsburg – diseased trees removal
  - 5246 Karlsburg – front landscaping
- An inspection of the neighborhood will be conducted with the next couple of weeks and homeowner letters sent as necessary.

**Old Business**

- Berm Landscaping – Ken Kunsman reported that Davey will address deficiencies in the landscaping along Highpoint Drive and Jane Swango will coordinate.
- Entryway Island - Jane Swango is continuing to work with Valley Crest and Landmark on receiving estimates for renovation of the entryway island landscaping.

**New Business**

- Entryway Island – It was approved to spend up to \$325 for new flood lights illuminating the Kylemont sign on the entryway island.
- Sidewalks – It was approved to expend up to \$300 for power washing of the common area sidewalks in Kylemont. John Gregor will coordinate.
- No Soliciting Sign – Ken Kunsman will coordinate the renovation and relocation of the No Soliciting sign at the Kylemont entrance.

**Homeowner Comments**

- None

**Adjournment**

- It was noted that next HOA BOD business meeting is May 9, 2016.
- The meeting was adjourned at ~8:25 PM.