

**Kylemont @ Lansbrook Homeowners Association
Board of Directors (BOD) Business Meeting – May 8, 2017**

Attendees

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

Call to Order

- HOA BOD President Ken Kunsman called the meeting to order at 6:05 PM
- The minutes from the March BOD business meeting were reviewed and approved.

Treasurer's Report

- Treasurer Rob Moore reported that current 2017 HOA expenditures are ~\$600 over the approved 2017 HOA budget.
- Four (4) homeowners have not yet made any payment for 2017 HOA fees and a reminder letter was sent to these homeowners when they were 30 days past due. A certified letter will be sent to these homeowners if / when they are 60 days past due.
- The homeowners for 5155 Karlsburg are past due on both 2016 and 2017 HOA fees. If payment is not received within the month, the HOA will have a lien filed against this property.
- For medical reasons, a quarterly payment plan for 2017 HOA fees was approved for 5123 Kernwood Ct.
- It is expected that the HOA receivables at the end of 2017 will be sufficient to cover January through March 2018 HOA expense (before 2018 HOA fees are due).
- The BOD approved the Treasurer's report.

Architectural Review Committee

- The following homeowner architectural modification requests were approved:
 - 5147 Kestone – Roof Replacement
 - 5123 Karlsburg – Roof Replacement
 - 5222 Karlsburg – Roof Replacement, House Repainting and Landscape modification
 - 5132 Karlsburg – Roof Replacment
 - 5240 Karlsburg – House Repainting
 - 3847 Keystone – Roof Replacement
 - 5115 Karlsburg – Window Replacement
 - 5186 Kernwood – Roof replacement
 - 4987 Kernwood - House Repainting
 - 5124 Karlsburg – Roof Replacement
 - 5128 Kernwood – House and Front Door Repainting
- The last neighborhood inspection was conducted on May 17 and another inspection is planned for June 12

Old Business

- Board Member Certification – Ken Kunsman and Rob Moore have completed training and satisfied Florida statutory requirements for HOA Board Member Certification. This training and certification is to be completed by John Gregor, Ricky Negron and Jane Swango in the near future.
- Garage Sales - The March Kylemont HOA garage sale was a success.

New Business

- Pond Maintenance – It was reported that recent maintenance of the ponds in Kylemont is going well. The pond maintenance contractor recommends that now that the pond water levels are low, the HOA add plants to ponds B and E in order to control bacteria and algae growth. The estimated cost of this planting is \$3,100. In

addition, the maintenance contractor recommends uprooting the overgrown plants on pond D at an estimated cost of \$2,890. A motion was passed to fund both of these pond maintenance items.

- Homeowner Communication – Aemail will be sent to all homeowners thanking them for garage sale participation, reminding them to submit an architectural modification request form for any external property maintenance and provide information on roofing contractors.

Adjournment2016 HOA Board of Director Meeting Minute

- The meeting was adjourned at ~7:13 PM