

**Kylemont @ Lansbrook Homeowners Association
Board of Directors (BOD) Business Meeting – July 9, 2018**

Attendees

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

Call to Order

- Treasurer Rob Moore called the Kylemont HOA BOD meeting to order at 7:04 PM

Treasurer's Report

- Actual expenditures year to date are below the approved 2018 budget by ~\$3,800
- An increase in the Kylemont HOA estoppel fee from \$50 to \$250 is contributing to the current budget surplus
- Certified letters have been sent to 5 homeowners who are in arrears for payment of the 2018 HOA fees
- The Treasurer's report was approved by the BOD

Architectural Review Committee

- It was noted that the list of homes with external deficiencies will be reviewed
- It was agreed that the ARC would send out an email to all homeowners with a reminder to address any property deficiencies that are considered unacceptable
- The BOD reviewed a homeowner complaint regarding 2 properties on Karlsburg Place. This included discussion on the acceptability of non-matching external wall lights.
- The following homeowner architectural modification requests were approved:
 - 5124 Karlsburg Place – House painting
 - 5116 Karlsburg Place – House painting
 - 5208 Karlsburg Place – Paver installation
 - 5199 Karlsburg Place – Replace roof shingles
 - 5132 Karlsburg Place – House painting
 - 5197 Kernwood Court – House painting
 - 5216 Karlsburg Place – Replace roof shingles

Old Business

- Oak Trimming – It was agreed that a quote should be requested for trimming of the oak trees on the berm along High Point Drive and on the Kylemont entryway island
- Bus Stop Bench – The BOD agreed to move forward on the purchase and installation of a bench at the school bus stop on Keystone Way. Homeowners, Patrick & Valerie Wheeler contributed \$300 for this initiative.
- Landscape Contract – The BOD reviewed the new contract for landscape maintenance of the Kylemont common grounds. It was agreed that the reviewed contract is acceptable with noted changes regarding insurance and approved debris removal.

New Business

- BOD Elections – It was noted that an email should be sent to all homeowners in late August / early September soliciting homeowner participation. Nomination forms will be mailed to all homeowners in mid- to late September.

Adjournment

- The meeting was adjourned at 8:10 PM