

**Kylemont @ Lansbrook Homeowners Association (HOA)  
Board of Directors (BOD) Business Meeting – September 13, 2021**

**Attendees**

Board Members: Kim Dauscher, John Gregor, Ken Kunsman, Aaron Spink, Jane Swango  
Guest: Rob Moore

**Call to Order**

- Ken Kunsman called the Kylemont HOA BOD meeting to order at 7:01 PM
- The minutes from the July 19, 2021 Kylemont HOA BOD meeting were approved.

**Treasurer Report**

- Rob Moore provided a summary of 2021ytd expenditures versus budget. It was noted that invoices were mailed to 16 homeowners for payment of the 2<sup>nd</sup> half of the annual 2021 HOA fee.
- 2022 Budget – It was noted that the Lansbrook Master Association (LMA) is currently planning for no increase in the 2022 LMA fees. The preliminary 2022 Kylemont HOA budget will be drafted for BOD review at the next business meeting.
- The HOA BOD approved the Treasurer’s report.

**Architectural Review Committee**

- Architectural Modification Requests – It was reported that since the July 19 meeting, the following requests were approved:
  - 3835 Keystone Way – backyard fence install
  - 5023 Kernwood Court – driveway paver install
  - 5139 Karlsburg Place – front yard palm tree removal
- Neighborhood inspection – Following a recent neighborhood inspection, Notification on Non-Compliance letters were sent last month to 11 homeowners. To date, 5 responses have been received.
- West Coast Landscape Maintenance update – provided by Jane Swango
- Solitude Pond Maintenance update – provided by Aaron Spink

**Old Business**

- Pond vegetation cutback – The BOD approved a quote of \$2,400 from REO ProSolutions Inc. for vegetation cutback around Kylemont Pond E.
- Palm Tree Trimming – Quotes were received for trimming the palm trees in the Kylemont common areas. Authorizing this work may be deferred until 2022 due to 2021 budget constraints.

**New Business**

- Kylemont Garage Sale – Scheduled to coincide with Lynwood on Nov. 6 from 8 am to 12 noon. Email notification will be sent to all homeowners and flyers will be distributed.
- HOA BOD Nominations – There are 3 BOD member terms expiring at the end of 2021 and a letter request for BOD member nominations will be distributed by the end of September. Election to fill the 3 open BOD member positions will be conducted at the December 6 annual meeting.

**Homeowner Comments**

- None

**Adjournment**

- The meeting was adjourned at ~8:40 PM
- The next HOA BOD meeting is scheduled for Monday, November 8