

**Kylemont @ Lansbrook Homeowners Association (HOA)
Board of Directors (BOD) Business Meeting – September 11, 2023**

Attendees

Board Members: Kim Dauscher, Tim Duke, John Gregor, Ken Kunsman, Aaron Spink
Jane Swango,
HOA Accountant: Rob Moore
Homeowners: Tyler McCormick

Call to Order

- Ken Kunsman called the Kylemont HOA BOD meeting to order at 7:05 PM
- The minutes from the July 10, 2023 Kylemont HOA BOD meeting were approved.

Treasurer's Report

- HOA accountant Rob Moore reviewed 2023 HOA expenditures versus the 2023 HOA budget. Year to date, expenditures are in line with the budget. The BOD approved the Treasurers Report.
- It was noted that the HOA received significant increases for renewal of its Commercial Liability (\$3,576 - +9%) and Umbrella annual insurance in There is an open item is to increase the HOA surety insurance from \$20,000 to \$100,000 (\$1,000 - +100%). John Gregor will investigate other options.

Architectural Review Committee

- Architectural Modification Requests
 - 5116 Karlsburg – front door replacement - approved
 - 5154 Kernwood – house repaint – approved
- West Coast Landscaping update – Jane Swango reported there are plants along the berm and entryway which are in poor condition. Proposals for remediation will be addressed in new business.
- Solitude Pond Maintenance update – No issues note.
- Neighborhood Inspection – Kim Dauscher reported that a neighborhood inspection was conducted on Sept. 6. As a result of this inspection, remediation notifications are to be sent to 10 homeowners.

Old Business

- Dead Oak Tree Removal on the berm behind 5234 Karlsburg Place is tabled for coordination with tree trimming work contracted by the LMA.

New Business

- The Lansbrook Master Association notified the HOA on a reported chickens being kept at 3858 Kernwood Court. The HOA is to follow-up with the homeowners.
- Fall Yard Sale – It was agreed that an email will be sent to all homeowners to gauge interest in scheduling a neighborhood garage sale for Nov. 4.
- Waste / Recycle Collection – It was discussed that the current service provider, Coastal Waste and Recycling, is pushing for execution of a new agreement with a 5-year term. This length of term is a concern and John Gregor will negotiate.
- The following landscaping proposals were approved:
 - West Coast Landscaping – proposal for \$310 to install dwarf ixora at the east end of the entry island and remove a stump on the berm behind 5216 Karlsburg
 - West Coast Landscaping – proposal for \$1,314 for plant replacements at the Kylemont entrances and along the berm
 - Brightview Landscape Services – proposal for \$2,100 to install a 500 feet drip line on the berm
- Board of Director Nomination – It was noted that a solicitation will be sent to all homeowners for nominations on the two Board of Director positions that will be open for election at the December annual meeting.

Homeowner Comments

- None

Adjournment

- The meeting was adjourned at ~8:15 PM
- The next HOA BOD meeting is – Monday, November 20