

**Kylemont @ Lansbrook Homeowners Association
Annual Meeting Minutes
December 12, 2023**

Attendees

Board Members: Tim Duke, John Gregor, Ken Kunsman, Aaron Spink, Jane Swango, Gensi Shurda

Homeowners: **Robert & Evadyne Pollick, John Hatch**, Don Bruckert, David & Becca Selby,
Doug & Dee Meny, Marilaly Uveges

HOA Accountant: Rob Moore

Call to Order

- President Ken Kunsman called the meeting to order at 7:00 PM
- Minutes from the December 5, 2022 Annual Meeting were approved.

Treasurer's Report

- Rob Moore distributed a summary HOA financial report for January through November 2023. Based on projected December expenses, 2023 expenditures are projected to be within 1% of budget.
- Garbage / Recycle Collection – A 3-yr contract was executed with Coastal Waste and Recycling for a flat fee of \$1,800 per month (~\$350 per month reduction from company)
- The following new insurance policies from Harris / Auto-Owners / Southern-Owners were purchased:
 - HOA Surety Insurance - Annual premium of \$294 for \$100k coverage (versus \$126 for \$10k)
 - Commercial and Umbrella Liability Insurance – Annual premium of \$1,616 & \$610 (versus \$4,281)
- The BOD reviewed and approved a 2024 HOA budget with an annual fee increase of \$50 to cover the LMA fee increase. The 2024 HOA annual fee will be \$1,725 with \$100 discount for single full payment.

President's Report

Ken Kunsman reviewed the 2022 HOA activities / accomplishments.

- Hard cuts of the vegetation around HOA retention ponds must be done on a periodic basis. A cutback on Pond C (Kylemont entrance) was completed in 2022.
- All 106 palm trees in the HOA common areas were trimmed in 2022.
- Landscape grasses were planted on the berm along Highpoint Drive and Lansbrook Parkway.
- Ken thanked BOD member Jane Swango for successfully managing the HOA landscaping vendor and the berm beautification.
- Ken thanked Kim Dauscher for coordinating neighborhood inspections and identifying HOA compliance issues.
- Ken thanked Aaron Spink for managing the pond maintenance company and his actions to improve the quality of the HOA retention ponds.
- Ken thanked Rob Moore, former Kylemont HOA BOD member and now the HOA accountant from Lima & Associates, LLC, for managing HOA accounts payables and receivables.
- Ken thanked John Gregor for managing the Kylemont Web site and HOA communications / mailings to homeowners.
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Board of Directors Election

- Based on absentee ballots received from Kylemont homeowners and votes from the meeting attendees, John Gregor and Jane Swango were elected to a new 3-year term on the Kylemont BOD.
- Current Kylemont HOA Board of Director terms are:

Kim Dauscher	expires 2024	Tim Duke	expires 2025
Ken Kunsman	expires 2024	Genci Shurda	expires 2025
Aaron Spink	expires 2024	Jane Swango	expires 2023
		John Gregor	expires 2023

Homeowner Comments

Various thank-you's to the BOD for their service to the HOA.

Adjournment

- The Annual Meeting was adjourned at ~8:00 PM.