



Roll Call

Attendees: Esperanza Rey, Haroon Wassel, BK Koch, Myung Song (Irfan Malik – out of the country)

Old Business

1. **Minutes** - for 3 November and 14 November 2013 Board Meetings were approved.
2. **Snow Removal** - Verify that when we have an ice storm, what is used: i.e., salt, sand, and/or chemical salt (Calcium Chloride) and to ensure they keep the snow from being piled up in front of the mailbox and the drains). The contract states:
 - a. Calcium chloride will be put down in the event of ice storms.
3. Newsletter – Discussion of Newsletter what topics to include.
 - a. Should come out a week prior to Quarterly meetings to notify members of the Board Meets.
 - b. Sections for each Board member to provide update to the community.
 - c. A community section for members to include information.
 - d. Community events or other events to share.
 - e. Ads for \$25 per quarter- paid upfront for a year. Serviced to be included on the Association website. Serve the community as a resource of services in our area.

New Business

4. **Parking** - Myung Song brought up an issue that members of the Millwood Townhomes were parking in our lot on Millwood.
 - a. Now that we have lost spaces, this is a problem.
 - b. Various methods were discussed to prevent this practice to include
 - i. Having the cars towed
 - ii. Sending letters to the Board of our neighboring association
 - iii. Millwood HOA, obtaining stickers for our cars,
 - iv. Creating a notice to put on cars that are parked which do not belong to members, etc.
 - v. It was decided that Esperanza would send a letter to the Millwood HOA to request that their Board inform their members not to park in the lot as we would not want their cars towed.
 - vi. Myung Song to provide the Board the license number of the car(s).
 - vii. Brenda to develop a Notice that can be placed on the cars by residents.
5. **Kenwood Townes Website** - When redoing the website to include email, a form online for comments, complaints, feedbacks, and a suggestion section. Esperanza to address this.
6. **Legal** – schedule a time to meet with legal for training on regulations, members roles and responsibilities – as part of our package deal



Adjourned Regular Meeting

Brenda made a motion to adjourn the regular meeting, Haroon second the motion, and all concurred.

1. **Discuss current invoices and liens** – status of the actual charges. Return of ARB fines through Assessment credit to the members wrongfully charged.
2. Current Late Assessments