



Introduction

1. Attendees Haroon Wassel, Esperanza Rey, Ronel Clanor, Brenda Koch

Business

2. Approved The Meeting Minutes – all in agreement
3. Discuss The Proposals For Snow Removal
 - a. The inches of snow 2-3 inches and what happens with ice when there are not 2-3 inches – chemical to prevent ice - Was agreed that 3 inc was acceptable before cleaning was required
 - b. Mailbox no piling of snow – To contact snow removal company to not pile snow at mail box so people can pick-up their mail
 - c. Piling of snow – Best areas for piling of snow is at end of each row at both ends community area
4. Newsletter – When to send out prior to Board Meeting to announce the meeting – send out one week prior to meeting to announce meeting and provide updates to the members
5. Parking issue with Millwood our neighboring association – they park in our private parking
 - a. Rick Tubs offered to get tags for cars and visitors at a discount or to pay himself – Board voted against as this was to be addressed by the Association
 - b. Determined to write up a letter to be reviewed and approved by the Board – task to be done by Brenda Kock
6. Website – updates performed and need to be performed
 - a. Added new email to contact the board will be our new email for the association – To create an email for the Association and one Officer (emails would be as follows – President@KenwoodTownesHOA.org, VicePresident@KenwoodTownesHOA.org, Treasurer@..., Secretary@..., MemberLarge@...) with individual password
 - b. Uploading all the Agendas, Minuets, and Financials – Have a couple of the minutes that are not completed need to finish those and upload to website completed by Brenda
 - c. Need to select new app for new website (WordPress – more flexible) and select a template. Transfer content to new website and reorganize for effective usage

New Business

7. Poo at Ronel's (by mailbox) – where members make recommendations for improvements to community – include issue in the Newsletter to notify member(s) to clean-up after their pet
8. Garage door determine options to provide and upload those to website
 - a. Donna S. provided a sample with design, colors, and several providers
 - b. Upload those to website as a reference and guide to homeowners



9. Budget Address any issue – New treasurer election of new treasurer/secretary and new member at large – bring up to speed at working meeting.

Adjournment

Executive Meeting

1. Legal counsel – current status of issues presented to counsel
 - a. Threat letter status – address with attorney and determine future action based on need
 - b. Recovery of document – all the documents were provided to the Association to include in hardcopy and electronic file system
 - c. Board Member free training to be completed online for a more effective and educated Board – determine availability of the board and schedule a time with legal counsel to meet
2. Outstanding balances for dues – status and resolutions in facilitating collection and collecting. Two members have contacted us regarding their outstanding dues.
 - a. Address this with GHA and Legal counsel – we currently have a process need to determine weaknesses and correct
 - b. A payment plan is recommended for delinquent accounts to become current.