



Roll Call

In attendance - Esperanza Rey – President, Haroom Wassel - Vice President, - Irfan Malik – Treasurer, Brenda Koch – Secretary, and Jim Hales - Member-at-large

Old Business

1. **Election of officers** - discussion of roles and responsibilities for the Board Member
 - a. President - unanimous voting of Esperanza Rey
 - b. Vice President - unanimous voting for Haroon Wassel, reelection for office
 - c. Treasurer – unanimous voting of Irfan Malik
 - d. Secretary - unanimous voting of Brenda Koch (volunteered for position)
 - e. Member-at-Large - unanimous voting of James Hales

2. **Discuss the Proposals** – need for proposals for the following services and determine which services will be retained or changed taking into account services provided and cost factors.
 - a. **Legal** - we have **3 attorney** proposal - (we have the current and 2 new proposals)
 - b. **Landscaping** - We have **2** proposals. **Haroon** to provide the ones Claudia considered (3 total).
 - c. **Management** - Board to ask friends and family about their management company and contact info. Need companies that work with small associations.

3. **Kenwood Townes Events Committee** - Kenwood Townes members had indicated interest in having events posted within Kenwood for the children as well as to get to know neighbors better. Two members of Kenwood Townes were interested in being part of these events. Considering creating an Events Committee will be talking to different members to determine their interest and commitment.

4. **Kenwood Townes ARB** - there were two people interested in creating a new ARB Committee. We'll be talking to a couple of members to determine their interest and commitment to.

5. **Lighting** - When going door to door several Kenwood Townes members requested better lighting in the community as well as at the mailbox.
 - a. Brenda to address the light at the mailbox. To avoid electrical wiring cost it was opted for solar motion detection light to be installed at the mailbox in the next month or so.
 - b. Lighting in the community - we will be looking at different areas around the community to determine best locations for lighting over time in the near future:
 - i. Special need in the parking lot areas.



- ii. Second need throughout the community.
 - iii. Will need to determine best location, number of lights, cost involved and amount of time to do the work.
 - iv. More details to be determined at the next meeting and time required to do this within budget.
6. **Playground Updates/Upgrades** - Need to check the Association regulations on the subject, determine the cost, and the timeframe. The goal is not to increase in any way shape or form the budget. Determine how we can do that and when the playground is do for updating.
7. **Redo Website With Free Hosting To Make It More User-Friendly, More Functional, Lead To Payments Online, Association Specific E-Mail.**
 - a. **Discuss The Hosting** - currently the website is paid up for the next two years. We'll do some research in order to plan how to get free hosting with some of the free hosting providers.
 - b. **Redo Kenwood Townes Websites** – with a couple of IT experts on the board we will be providing the services ourselves for free to the community. The goal is to use a more user-friendly method of website design, development, and functionality. The purpose is to improve communication and provide information for a more effective Association and Community – to address this task Irfan and Esperanza
8. **Stenciling On Roads** - Discuss the status and determine if job is OK. The stencils were completed as requested by the previous board in the month of October and the requirements of that board.

New Business

9. Need to provide Mary from GHA with the increase in budget so that she can mail out the annual budget increase to the members of Kenwood Townes Association. Irfan and Brenda to address the budget and provide a response to GHA.
10. For the annual mailing of Kenwood Townes, Esperanza pointed out that we might be able to find a cheaper printing service for this mailing. Will look into the documents to be included and the cost for the mailing and determine cost effectiveness. To provide additional information at the next meeting.

Adjournment - regular meeting

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

Executive Meeting

1. **Discuss current invoices and liens** - determine actual charges for each member



2. **Late Assessments** - Help to find a payment plan we can help these members resolve their accounts
3. **ARB Assessments** - Some of the Kenwood Townes members were charged ARB assessments. The Governing docs have nothing written for that purpose. Will be reviewing the activity accounts and determining what is due and what needs to be corrected. Esperanza to address this with the management company.

Adjournment

Brenda made a motion to adjourn the meeting, James Hales second the motion, and all concurred.