

**KINDERTON VILLAGE HOMEOWNERS ASSOCIATION
SINGLE FAMILY ASSOCIATION BOARD MEETING
HAMPTON INN
BERMUDA RUN, NC
6:30 PM, Monday, August 19th, 2013**

(Meeting Minutes)

I. MEETING CALL TO ORDER BY MEETING CHAIR

- A. Meeting called to order by Ken Bateman, President, at 6:30 p.m.
- B. This meeting is open to the Single Family Association (SFA) members, residents and other invited guests.
 - a. Total number in attendance: 39
- C. Board members present: Ken Bateman, President; Thomas Bongaerts, Vice-President; Matt Davidson, Treasurer; and Jason Garms, Secretary
- D. Scofield Bishop Property Management representative present: Ann Scofield
- E. Invited Guest: Helen Kelley, Secretary, Master Association Board, and Carriage Homes Association member present.

II. APPROVAL OF MINUTES OF PREVIOUS MEETING

- A. Ken Bateman made a motion to approve the July 22, 2013, Single Family Association Board Meeting Minutes
 - a. Error addressed in time start of meeting minutes; 6:30 p.m. revised to reflect starting time of 6:00 p.m. -- Minutes approved.

III. TREASURER REPORT

- A. Matt Davidson discussed the reason for increase in delinquent dues in July
 - a. Ann Scofield commented that the issue stemmed from residents attempting to send payments to the new management company too soon, resulting in a missed payment for the month prior to officially switching management companies.
 - b. Matt Davison asked if Ann Scofield had any additional comments
 - i. Ann commented on Matt's exceptional job in presentation of the material covered
- B. Ann Scofield mentioned plans to discuss the financial audit
 - i. Mike Dickson is to work on audit of books.
 - ii. He will examine the past years records.

IV. UNFINISHED BUSINESS

- A. SFA Common Area Greens Review and Discussion (Scofield)
 - a. Met with James Blakely of the landscaping company, and discussed the common area issues
 - b. Ann explained the maps produced that indicate the responsibilities of the two boards
 - i. Water sensors have been put on irrigation system to prevent them from working during rains
 - ii. Landscaping company noticed a faulty sensor and was able to repair on the spot.

- c. Ann relayed information from the landscaping company that only ¼ of the work they need to do this first year has been done and the majority of the work will be completed during the fall growing season.
 - d. Ken Bateman commented that the Kilbourne Drive common area ownership is divided down the middle between Kilbourne Drive and the condos. There is confusion on which board is responsible for the condo side.
 - i. Declarant stated he will not upkeep, therefore it is the responsibility of the membership if it is deemed necessary
 - e. Lights have been installed at the Kilbourne Drive mail kiosk but still not fully functional
 - i. Ann will contact Duke Energy to inquire why the lights are not functioning
 - f. Ken commented that while Windsor Circle remains in the name of the Declarant the SFA maintains the landscaping.
- B. Single Family Cash Reserve Study
- a. Ken Bateman explained how it is a necessity to ensure proper steps are taken to prepare for alleyway upkeep.
 - b. Currently funds are not in place for resurfacing of alleys.
 - c. Ann Scofield commented that she is getting bids from 3 different companies that specialize in reserve studies
 - i. The reserve study shall be completed prior to the next Board meeting.
- C. Single Family Association Annual Members Meeting Quorum Discussion
- a. Ken Bateman reiterated how crucial it is to achieve a quorum.
 - i. Since the SFA membership carries 305 votes, they will effectively vote-in the Master Board.
 - ii. When the Declarant turns the ARC over to the Master Board, it will be the sub-associations who will elect members to the ARC.
 - iii. If a quorum is not met then we will have to hold subsequent meetings until a quorum is met. That would result in additional expenses.

V. NEW BUSINESS

- A. **Monitor Report and Influence (MRI)**
- a. Thomas Bongaerts reported that he has contacted the Davie County Department of Public Health.
 - i. The department saw no immediate issues with allowing adults access to the pool during well-lit morning hours (~6-8AM) prior to general access.
 - ii. Required signage is already in place.
 - iii. The SFA Board will place a motion to the Master Board to allow qualified individuals for early morning laps
 - b. Matt Davidson addressed the issue of the common area playground complex equipment being unusable in summer months due to excessive heat from direct sunlight.
 - i. Matt suggested that shaded covers over the equipment could provide some relief from the heat, thereby allowing for more use.
 - ii. Sail shades, similar to those located within Tanglewood Park, were offered as a possible option.
 - 1. Up-keep requires replacement of the sail every 5-6 years.
 - 2. Matt Davidson will investigate further into potential costs.
 - c. ARC Standards
 - i. Ken Bateman read a prepared statement that chronologically summarized the progression of the ARC

VI. BOARD MEMBERS CLOSING COMMENTS

- A. Ann Scofield thanked everyone for sending their contact information and payment forms.
- B. Matt Davidson commented that the local farmers market is an excellent resource to have near the community (every Friday from 3-dark).
- C. Ken Bateman expressed his appreciation for the membership attendees.
 - a. Ken requested feedback on comments about using the Hampton Inn location for meetings vs. the community clubhouse.
 - b. Cost to rent the hotel meeting room is \$75 per session.

VII. BOARD BUSINESS MEETING ADJOURNMENT

- A. Motion to adjourn the Board business meeting made by: Ken Bateman
 - a. Meeting Adjourned at: 7:20 P.M.

Submitted by: Jason Garms, Secretary
Single Family Association

Approved On: September 16, 2013