

KINDERTON VILLAGE SINGLE FAMILY HOMEOWNERS ASSOCIATION

Hampton Inn

Bermuda Run, NC

6:30 PM, Monday, October 21, 2013

BOARD MEETING MINTUES

A. MEETING CALL TO ORDER

1. Meeting called to order by Ken Bateman, President at 6:31 p.m.
2. This was an open Board Meeting.
3. Board members present: Ken Bateman, President; Thomas Bongaerts, Vice President; Jason Garms, Secretary
4. Board members absent: Matt Davidson, At-Large; Trent Adams, Declarant
5. Scofield Bishop Management representative present: Ann Scofield

B. ELECTRONIC VOTE UNANIMOUSLY APPROVED BOARD ACTION ITEMS

1. Single Family Association Resolution 2013-01: Electronic Voting Communications were unanimously approved by the Board quorum at the September 16, 2013, Single Family Association Board Meeting. This resolution allows for electronic approval of Board items if there is unanimous approval by all Board members. Otherwise, approval can be achieved by a majority vote of Board members at the next Board meeting with a quorum present. The resolution has been posted on the KVHOA website.
2. By electronic vote, the September 16, 2013, Single Family Association Board Meeting Minutes were unanimously Board approved by the Board on October 13, 2013. The meeting minutes have been forwarded to the KVHOA website administrator for posting on the website with e-mail notification.
3. By electronic vote, on October 15, 2013, the Board unanimously approved the following motion made by Ken Bateman.

Motion is made to accept Matt Davidson's request to be relieved from the duties of the office of Treasurer. Matt will continue as an At-Large member of the Board of Directors until his term ends at the February 2014 SFA Annual Members Meeting. Thomas Bongaerts, Vice-President, will accept the additional responsibility as Treasurer until his term ends at the February 2014 SFA Annual Members Meeting.

C. TREASURER REPORT

1. Financial Reports review as of September 30, 2013
 - a. Thomas Bongaerts reviewed the current status of the delinquent dues.
 - b. Ann Scofield mentioned that there are some delinquent dues that are not resulting from the management change-over, and they will be sent to our lawyer for collection.
2. Financial Audit Status
 - a. Ann mentioned the services of a CPA will be enlisted to review the last half of 2012. The full year of 2013 will be reviewed after the first of the year in 2014.
3. Reserve Study Status
 - a. Ann mentioned that the Master Association has already completed their reserve study that examines expenditures providing a forward looking financial outlook for funds that will be required over a 30 year period.

- b. The Single Family Board currently has three bids from reserve study specialists to conduct a study for the Single Family Association. The potential cost for repair and replacement of alleyways will be expressed as a chief concern of the Association.
- c. Ann commented that the study will usually take 2 months to complete, and the Board will decide during the next meeting which company is best suited to complete the study.
- 4. 2014 Budget Development Status
 - a. Ann plans to get a few quotes on insurance to verify that the Association's liabilities are adequately covered.

D. UNFINISHED BUSINESS

- 1. SFA Common Area Greens Update
 - a. Ann reminded residents that the website is a great resource for updates in the neighborhood such as the upcoming brush pickup.
 - b. Ken Bateman commented that the common grounds should serve to be a role model of what the greens in residents' properties should look like and is confident these areas will start improving in the spring.
- 2. Single Family Association Annual Members Meeting Quorum
 - a. Ken reiterated the importance of achieving a quorum at the annual meeting. There will need to be 75 property owners present in person or by proxy to conduct the required duties.
 - b. There will be three Single Family Board positions up for election. The current vice president, treasurer, and secretary terms expire and will need to be elected during the annual meeting.
- 3. Board of Directors - Resolution 2013-02: SFA Representation to the Master Association
 - a. Ken mentioned the intent of this resolution is that by January 15th of each year, each sub-association must have a representative elected to represent their sub-association at the annual meeting. The sub-association representative votes at the Master Board meetings.
 - b. The resolution designates that the elected president of the Single Family Association is designated to be the representative at the Master Board meetings.
- 4. Board of Directors - Resolution 2013-03: Board of Directors Vacancy Prior to Unexpired Term
 - a. The resolution states that the vacancy filled on the Board shall be limited to serve until the next annual meeting. The Board elected position will expire at the next annual meeting rather than serving the remainder of the term.

5. Monitor, Report, and Influence (MRI)

- a. Architectural Review Committee Standards Panel Update Report
 - a. Ken commented that there are now two functioning members on the ARC, with plans to reach five total members. A special panel consisting of two representatives from the Master Association and two from the Single Family Association will work with the ARC to review policies and standards. The special panel is led by Ron Morgan.

E. NEW BUSINESS

No new business was discussed.

F. MANAGEMENT / BOARD MEMBERS CLOSING COMMENTS

Ken expressed his appreciation to the Board and Ann on their ongoing efforts to serve the community.

G. BOARD BUSINESS MEETING ADJOURNMENT

There being no further Board business to conduct, Thomas Bongaerts made the motion to adjourn the meeting. The motion by a unanimous vote. The meeting closed at 7:03 p.m.

Respectively submitted by:

Jason Garms, Secretary