

**Kinderton Village Homeowners
Master Association Board Meeting
Kinderton Village Clubhouse
April 23, 2014**

MEETING MINUTES

I. Meeting Call to Order

- A. Meeting called to order by Helen Kelly, President, at 6:27 p.m.
- B. Board Members Present: Helen Kelly, President; Pat Russell, Vice-President; Ken Bateman, Secretary; Ron Morgan, Treasurer; Craig Carter, At-Large
- C. Board Members Absent: None
- D. Management Representative Present: Ann Scofield

II. Covenants Non-Compliance Hearings

- None

III. Member/Declarant - Presentations / Discussions

A. Single Family Sub-Association Property Owner

- By prearranged appointment a Single Family property owner residing on Kilbourne Drive addressed the Board. The owner was seeking information and expressed concerns on some neighborhood issues which included the driving of golf carts by underage drivers and dog handlers not picking up their dog waste. The owner volunteered to assist the Board in communicating to all residents of Kinderton Village the dangers and consequences of these issues. The Board welcomed this assistance.

B. Trent Adams, AEA Properties (Declarant)

- Previously the Board engaged the KVHOA attorney, Steve Black, to review the status of all Kinderton Village Common Areas to determine which areas had been legally transferred from the Declarant to the Association. Steve Black found some complicated issues some of which were errors caused by confusion in the deed language. Steve Black advised Trent Adams of his findings and asked him to get all issues properly corrected with the Davie County Tax Assessor's Office, the GIS Mapping Department and the Recorder of Deeds.
- Trent Adams requested to address the Board. At this meeting he acknowledged the unintended discrepancies and confusion in the language in the description of the parcels in question. Adams provided a general overview of his intentions to get the language of all parcels corrected and properly recorded. This process may take up to a year to complete. It is understood that all of these issues must be successfully accomplished before the KVHOA can discuss the final conditions of accepting ownership of these common area parcels.

IV. Board Action Items Conducted/Approved Via E-Mail (March 27 - April 22, 2014)

A. Board Meeting Minutes

1. On April 5 Secretary Ken Bateman made the motion, via e-mail, to approve the March 26, 2014, Master Association Board Meeting Minutes as submitted. By April 7 all Board members had responded with their unanimous approval via e-mail. The meeting minutes have been posted on both the KVHOA and Scofield Bishop websites.
2. On April 7 Secretary Ken Bateman made the motion, via e-mail, to approve the April 2, 2014, Special Called Board - Architectural Review Committee Meeting Minutes as submitted. By April 17 all Board and Architectural Review Committee members had responded with their unanimous approval via e-mail. The meeting minutes have been posted on both the KVHOA and Scofield Bishop websites.

B. Other Action Items

- On April 19 Secretary Ken Bateman made the motion, via e-mail, to post the Bermuda Run Brush/Limb Pickup Day announcement on the KVHOA website with e-mail notice. By April 22 all Board members had responded with their electronic approval via e-mail. The request to post the announcement was e-mailed to the KVHOA Website Administrator on April 23.

V. Board Meeting Minutes Approval (Refer to items IV. 1. and 2).

VI. Financial/Treasurer Report

- Ann Scofield presented the financial report supported by financial report statement documents. (Below figures are rounded off to the nearest dollar.)

	<u>INCOME</u>	<u>BUDGET</u>	<u>VAR.</u>	<u>EXPENSE</u>	<u>BUDGET</u>	<u>VAR.</u>	<u>CASH BALANCE</u>
Mar	\$10,730	\$10,527	\$ 209	\$12,304	\$15,592	\$ 3,498	
YTD	\$33,067	\$32,834	\$ 233	\$27,455	\$35,123	\$ 7,668	\$222,267

VII. Covenants Non-Compliance Report

A. Resolved Non-Compliance Issues - Month of March: None - As reported by Ann Scofield

B. "Harsh Winter" Letter Results and Pending Enforcement Action.

- The Board received one (1) negative e-mail opposing the "tone" of the "Harsh Winter" letter content. Field inspections for non-compliance of staining/mildew on exterior wall cladding, fences, and related yard devices will begin the week of May 5 through the month of October.

VIII. Committee Reports

A. Architectural Review Committee (ARC)

1. Status on proposed Resolution 2014-01: ARC Guidelines, Standards and Specifications.
 - a. As recorded in the April 2, 2014, Special Called Board - Architectural Review Committee Meeting, there were some modifications and language changes to the proposed document. After the document was re-typed, this updated draft (08a and 08b) was to be electronically approved by the members of the Master Board for forwarding to attorney Steve Black for further review and counsel. (Refer to Item 1V. A. 2. of this document and the April 2, 2014, Special Called Board - Architectural Review Committee Meeting posted on the KVHOA website.)
 - b. The revised documents were not electronically unanimously approved as required when voting by e-mail. Further discussion was then deferred until this April 23, 2014, Master Board Meeting.
 - c. After detailed discussion Ken Bateman made the motion to not make any additional changes to Resolution 2014-01 drafts 08a and 08b and that the documents be sent to the attorney for review and counsel. The motion passed by unanimous vote. The unrevised documents will be sent to the attorney for review and counsel.
2. Status on the election of two (2) additional people to achieve a total of five (5) members on the ARC.
 - Helen Kelly will follow up on her communication with the current ARC members to determine if the Committee has any candidate recommendations.

B. Waterfowl Containment Committee

1. Legal compromise of geese nests
 - Helen Kelly conveyed the report from Michael Shore and Doug Shell that they had discovered 5 nests and have compromised 27 eggs using corn oil. They will continue to seek more nests. By observation the geese population is being reduced.
2. Installation of stakes with Mylar strips positioned around lake edge.
 - Pat Russell reported that he had installed the stakes with Mylar strips at strategic locations around the edge of the lake. By observation the geese are frightened away from coming ashore at this location. Also, there is far less goose waste on the sidewalk and street along Bridgewater Drive.

VIII. Committee Reports (continued)

C. Clubhouse

1. Clubhouse Usage Report

a. Pat Russell reported the following:

- Usage by KV residents: Feb (1), Mar (3), Apr (2) 2014.1 (6)
- April 22 Deposits sent to Ann Scofield - \$195.00
- May Reservations (5)

2. Status of Hallway and Restroom Floor Painting

- Slip resistant painting has been completed.

IX. Unfinished Business

A. Declarant Owned Common Areas Proposed Assignment to the KVHOA. Refer to Item III. A.

B. Association Insurance Review: Deferred to the May 28 Board Meeting at the suggestion of Ann Scofield.

C. 2014 Pool Season

1. Ann Scofield led the review and discussion of the proposed 2014 Pool Usage Policy. After detailed discussion Craig Carter made the motion to approve the revised 2014 Pool Usage Policy. The motion was unanimously approved by the Board.
2. A letter announcing the pool opening and closing times and dates will be mailed to KV property owners. The letter will also include a copy of Pool Rules for 2014 and the Pool Registration Form.
3. Status of needed pool repairs identified at the March 26 Board Meeting
 - a. Replacement of shower head - Done at expense of \$30
 - b. Power wash shower - Done at expense of \$95 (includes shower head labor)
 - c. Maintenance of overflow - Not completed - Ann Scofield to follow up.
 - d. Repair broken concrete on deck area - Not completed - Ann Scofield to follow up.
3. Craig Carter made the motion to authorize Ann Scofield to contract for and pay future pool related repair needs of under \$1,000 without Board approval. The motion was unanimously approved.

IX. Unfinished Business (continued)

D. Lake Maintenance Issues

- President Helen Kelly, after conferring with Ann Scofield, decided not to award the previously Board approved contract to Dragon-Fly to stock the lake with grass-eating carp. Instead she opted to seek a second competitive bid from Foster Pool & Lake. The Board did not take issue with this arbitrary decision as the Board agreed it to be in the best interest of the KVHOA.

E. Common Area Landscaping & Grounds issues:

1. Street Trees (common area between sidewalks and streets)

- The Board will communicate to KV residents that only the Master Association Board can authorize the cutting down of any tree, for any reason, within the areas between any sidewalk and street (street tree). In most cases the Town of Bermuda Run will cut down the tree at the request of the Master Association Board. Any tree so removed, in most cases, will be replaced with a dwarf zelkova tree (root system grows down, not out) which at maturity would be 25' high and 18' wide. Only the Master Association Board can authorize the planting of any "street tree."

2. Status of the common area slope along the backside of homes on North Forke Drive and Rosewalk.

- Ann Scofield has not received a recommendation response from Blakely Landscaping Services. This item deferred to the May 28 Board meeting.

3. The owner at 145 Kilbourne Drive has made a request to clear 15' of over-grown common area property behind owner's property. This common area is owned by the Declarant; however, the Board asked Ann Scofield to secure three (3) bids to bush-hog an approximate 15' foot path behind backyard property lines of property on the west side of Kilbourne Drive. After receipt of these bids the Board will discuss its options.

F. Kilbourne Drive and Glenmoor Avenue Sidewalks Power-Wash Cleaning

1. Ann Scofield presented three (3) contractor bids to power wash subject sidewalks. After review and discussion Ken Bateman made the motion to award the contract to J and J Handyman Services, Winston-Salem, NC, at the bid price of \$1,070 less a discount to refill water tank at the Clubhouse water hydrant. The Board approved the motion by unanimous vote.
2. Ann Scofield will inform the contractor and schedule the date the work is to be done.

G. Mail Kiosks Maintenance Issues

- .. The Town of Bermuda Run will make structural repairs to the mail kiosks. Ann Scofield will contact the Town Manager to arrange for the repair work to be done.

IX. Unfinished Business (continued)

H. Master Covenant Amendment - Dedication of Streets to the Town of Bermuda Run

1. Steve Black, KVHOA attorney, has provided the Master Association Covenants Amendment document which includes the provision that the Association can assign Kinderton Village streets to the Town of Bermuda Run.
2. The Master Association and each Sub-Association Board of Directors must Board approve the assignment of streets to the Town. The President and Secretary of the Master Association Board and each Sub-Association Board must sign the amendment. Ann Scofield is coordinating getting the document signed and notarized by each sub-association.

X. New Business

-- None

XI. Meeting Adjournment

-- Upon concluding that time did not allow for additional Board business to be conducted, Pat Russell made the motion to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 9:46 p.m.

April 23, 2014, Master Association Board Meeting Minutes respectfully submitted by:

Ken Bateman, Secretary
Master Association Board of Directors
May 22, 2014