

Board of Directors

Mark Pfundstein, President
 Tina Smith-Goins, Secretary
 Chris Fowler, Treasurer
 Thomas Loftin, Director
 Michael Bailess, Director

**Meeting Information**

Date: November 16, 2022
 Time: 5:45 pm
 Location: Clubhouse
 Meeting Type: Regular

**Minutes of the
 Kinderton Village Residential Homeowners Master Association Board of Directors**

Board – Attendee Name	Title	Status	Guest Attendees
Mark Pfundstein	President	Present	Diane Pfundstein - ARC, Clubhouse
Tina Smith-Goins	Secretary	Present	Angel Jackson – Communications
Chris Fowler	Treasurer	Present	Dean Warren – SF Board
Thomas Lofton	Director	Present	
Michael Bailess	Director	Present	Becky Myers - Priestley Management

Call to Order

- 5:45 pm – call to order by Mark Pfundstein.

APPROVAL OF MINUTES

- **Review and approval of meeting minutes from meeting of October minutes**
 - **Motion to Approved** – (Michael)
 - **Second** – Chris
 - **Vote** - Approved

TOPICS

- ARC – exception review
- Replacement of Neighborhood Signage – Review Quotes
- KV Tree Maintenance with Town of BR
- Move funds to CD
- Pool Pump Replacement
- Pool Maintenance Contract
- ARC Exception Request
- Renewal of Pond Maintenance Contract
- Clubhouse Floor Replacement
- Clubhouse Zoom Setup

TREASURER REPORT:

- **Operating**
 - Cash ended: \$90,838.00
- **YTD**
 - Income – 29,000 received over budget due to carryover and new homes
 - Contract Pool Mtce - \$1500 over budget – rate increased mid-year
 - Pool attendant – Currently \$65000 under budget
 - Misc/Pinestraw/Contract Landscape - \$5000 under budget
 - Irrigation/Tree Removal - \$4,500 over budget
 - Total Repair and Mtce Exp - \$11,600 underbudget
 - General and Admin Expenses - \$3,000 under budget
 - Utilities - \$4000 under budget
 - Net - \$43,000 under budget
- **Reserve**
 - Cash ended \$194,000
- Net income \$56,000 Under budget due to no expenses
- **Motion to approve Treasurer Report:** Michael
 - **Second** – Tina
 - **Vote:** Approved
- Motion to move funds to Reserve and CD:
 - Becky – Should we move \$90k to CDs
 - Tina – hold enough to replace playground equipment, add sunshades at rainbow playground and pay for picnic tables and signage
 - **Motion to Approve as outlined below:** Chris
 - Move \$40k from Operating to reserves
 - Move \$50k from Operating to CD
 - Becky will send over options
 - **Second** - Michael
 - **Vote:** Approved

COMMITTEE REPORTS

PLAYGROUND

- Picnic Tables are on order (not paid for yet)
- Sunshades at park
 - Becky to send Tina prior quotes for review and revisit

POND

- Maintenance Contract
 - Just over \$400 annual increase
 - **Motion to Approve:** Mark
 - **Second:** Tina
 - **Vote:** Approve

POOL – DIANE PFUNDSTEIN

- Pool Room – Diane has cleaned and recommended whoever takes over the pool owns cleaning for:
 - all pool areas
 - pump room
 - bathrooms

NEIGHBORHOOD TREE TRIMMING – DIANE

- Tree trimming will be paid for by the Town of Bermuda Run (1 time only)
 - SF has recommended we go with NCDOT height requirement of 14-16' above street.
 - 13'6" truck was scraping limbs so this should take that into account
 - Dean will go back to SF HOA to get all clear on getting the trees trimmed
 - Dean will email us after the SF HOA meeting on 11/26
 - Before the Town of BR will pre-approve payment of trimming, the Master Board must first rewrite the [Resolution 2019-01 - Maintenance of Common Area Trees](#). The existing responsibility of elevating limbs, will switch from the Town of Bermuda Run back to the Kinderton Village Master Homeowners Association.
 - With Becky having assisted in drafting the resolution in 2019, she will take the lead on rewording the required change in responsibility.
 - Once the estimate is finalized by Jones Tree Service, it will be presented to Andrew Meadwell for review and approval.
 - The Master Board will engage Jones Tree to complete the scope of work, and pay the vendor.
 - Once presented with the paid invoice, the Town of Bermuda Run will reimburse the Master Homeowners Association.
 - Motion to approve up to \$10k: Mark
 - Second: Chris
 - Vote: Approve

ARC GUIDELINE UPDATE – DIANE

- Looking for a rep from MB to be on committee to update ARC Guidelines to be more family friendly

Clubhouse - Diane

- **Floors**
 - Need quote to replace damaged floors
 - Quote for Kitchen, main-room and foyer
 - \$3875 (materials)
 - \$1800 (installation)
 - \$ Total
 - Michael, let's get quote from Clemmons carpet
- **Shutters**
 - Becky to get quote on repair
- **Cameras, Key cards, Internet, etc (Mark)**
 - Mark has provided Michael with passwords/details/cut sheets of clubhouse systems.
 - Mark – 1 additional camera was purchased for pool entry gate at cost of \$90.72
 - Mark – The Dynamic DNS Hostname for the clubhouse is expiring. Suggest an upgrade to multi-year subscription, to avoid the current month-to-month hostname confirmations. Three years of Enhanced Dynamic DNS at cost of \$59.97
 - Chris – motion to approve camera purchase and DNS subscription
 - Michael – Second
 - Approved
 - Mark will submit both receipts for reimbursement
- Zoom Meeting setup in Pool House – Tina – Can we investigate Zoom setup in Clubhouse
 - Michael Bailess to get Quotes

ARC VIOLATIONS - Diane

- **Laurel Fork** – Waiver on Privacy Fence Requirement Around Hot Tub
 - HO asking to use pull down shades instead of privacy fence
 - Will be brought forward later in meeting under violations
 - ARC all approved except Tony K.
 - Tony K joined to state thoughts
- **Greenway** – mini-split ARC request – **Resolved**

GROUNDS:

- **Sidewalks** – City is still not fixing sidewalks
 - Tina to contact Town Manager regarding claims exposure due to injuries occurs
 - Need repaired ASAP
 - **Neighborhood signage** –
 - We need 4 “**No Swimming/kayaking**” signs (and posts) at the pond & new signage throughout the neighborhood
 - We need 2 “**No Solicitation**” signs (current signs are faded)
 - No posts needed
 - Need to add verbiage around misdemeanor offense w \$500 fine
 - Need new “**Park closes at dark**” sign at Town Park playground
 - No post needed
 - Tina has requested quotes from 3 companies.
 - None have provided quotes yet
 - Becky will get quote from prior sign company
- **UPDATE:** Quotes Received – Becky to get comparison quotes

COMMUNICATIONS - ANGEL

- **Updates going out via:**
 - **Newsletters**
 - **Emails**
 - **Mail Kiosks**
 - **Issues**
 - Leaves
 - Put fliers at the mail kiosks to show where to place leaves
 - **Country Club**
 - CC working to partner more with KV on events and invites
 - **Tina:** Can we ask them if KV residents are welcome to join the BR swim team that is housed there.
 - **Annual Survey:**
 - Questions such as:
 - What would you like to know more about?
 - Dean – be careful on what we add as a question... no vote specific items

WORK ORDERS – PREISTLY (BECKY):

- **New neighborhood signs:**
 - Motion to Approve: Mark
 - Second: Michael
 - Vote: Approved
- **Anytime Electric** – needs to repair damage to wall after installing new panel and fan
 - Becky will not pay bill until that is finished
- **Pool Pump Motor:**
 - On October 29th, the pool pump motor was discovered not operating. Pool Professionals advised us the motor which was rebuild in May 2022 had failed. The actual pump is still fine.
 - It was suggested we switch from a single phase/single speed motor, to a three phase/Variable Frequency Drive (VFD) motor.
 - Single speed/phase motors are being phased out by new Federal Energy standards making VFD the new standard.
 - While a more expensive upfront cost, VFD can operate at approximately a 50% slower speed in the off season, which directly translates into lower operating/electrical cost.
 - With our annual pool maintenance contract now moving to Swim Club Management Group, they provided the following motor quotes.
 - Single phase/Single speed installed = \$3,046.00
 - Three phase/VFD Installed = \$9,980.00
 - Motion to install Three phase/VFD motor
 - Motion: Mark
 - Second: Tina
 - Vote: Approved

SUB-ASSOCIATION REPORTS:

Single Family – Dean

- House Numbers need to be visible both from front and rear if alley
 - Please include this call to action in the next communication
- Tina: would like to see house numbers added to curb area at driveway/front of home
 - This is what you see in newer towns to ensure Emergency Responders can quickly identify home

Carriage Homes – Chris Fowler

- Annual meeting 12/7/22

Townhomes - no representative present

- No news to report.

Condos: no representative present - BECKY

- No news to report

Quads: no representative present

- No news to report

Charleston Townhomes: no representative present

- No news to report

ON GOING BUSINESS:

- **MASTER BOARD Insurance Policy:**
 - Does Insurance Policy Cover Handman – Per agent.... Yes
 - We just need to tell insurance company the total annual pay and what types of work he would be doing.
- **New Pool Contact:**
 - Motion to approve switching pool maintenance contract to Swim Club Management Group
 - 1x daily service in season
 - 1x weekly service out of season
 - Start next Monday – 12/31 at no cost due to our commitment to prior company
 - Motion to approve: Tina
 - Second: Chris
 - Vote: Approved

EVENTS:

- Adult Christmas Party at Clubhouse – Diane
 - Diane would like to host an adult only (appetizers and drinks) party

ADJOURNMENT:

- Mark – Motion to adjourn
 - Chris 2nd
 - Approved: 4-0
 - Meeting adjourned 7:50 pm