

**Kinderton Village Homeowners Association
Master Association Board Meeting
Kinderton Village Clubhouse
May 28, 2014**

MEETING MINUTES

I. 6:30 p.m.Meeting Called to Order

- A. Meeting called to order by Helen Kelly, President
- B. Board Members present: Helen Kelly, President; Pat Russell, Vice-President; Ken Bateman, Secretary; Craig Carter, At-Large
- C. Board Members absent: Ron Morgan, Treasurer
- D. Others present: Ann Scofield, Manager - Scofield Bishop Management

II. Covenants Non-Compliance Hearings

None

III. 7:00 p.m. Architectural Review Committee Candidate Interviews/Election/Report

- A. Sub-Association Representatives present: Shelly Kirley, Carriage Homes; Thomas Bongaerts, Single Family; Kathie Sears, Single Family
- B. ARC Members present: Lynn Senger, Rob Swaim
- C. ARC Members absent: Joe Worrell
- D. Candidates Interview:
 - 1. Geraldine Carter of Brookstone Drive and Trish Williams of Parkview Lane were jointly interviewed by members of the Master Board, ARC and Sub-Association Representatives.
 - 2. The Sub-Association Representatives voted unanimously to elect both Geraldine Carter and Trish Williams to the Architectural Review Committee.
- E. Report on status of proposed Resolution 2014-01: ARC Guidelines, Standards and Specifications.
 - 1. Helen Kelly, Ken Bateman, Craig Carter and Ann Scofield gave a review of their May 15 meeting with KVHOA attorney Steve Black. Some of the language within the Resolution needed to be changed. The changes and reasoning were discussed with the attending group. Another meeting with Steve Black is scheduled for June 9 to attempt to finalize the Resolution document. The final document is now scheduled to be presented to the Board for approval and adoption at the June 25 Master Board Meeting.

III. Architectural Review Committee Candidate Interviews/Election/Report (continued)

2. The *Owner/Agent Application for Architectural/Landscaping Review* request form was discussed. There was group consensus on updating the form. Ann Scofield will update the form for posting on both the Scofield Bishop and KVHOA websites.
3. After conclusion of this discussion the Sub-Association Representatives and ARC members left the meeting.

IV. 7:40 p.m Board Action Items Conducted/Approved Via E-Mail (April 22 - May 27, 2014)

A. Board Meeting Minutes

- On May 13 Secretary Ken Bateman made the motion, via e-mail, to approve the April 23, 2014, Master Association Board Meeting Minutes as submitted. By May 21 all Board members had responded with unanimous approval via e-mail. The meeting minutes were submitted on May 22 for posting on both the KVHOA and Scofield Bishop websites.

B. Other Action Items

- On May 3 Property Manager Ann Scofield made the motion, via e-mail, to approve the Tyco Integrated Security annual renewal for the pool key card security system at the same contracted annual rate of \$636. Tyco added, at no additional charge, a remote control application for limited use as designated by the Board. By May 5 all Board members had responded with unanimous approval via e-mail.

V. Board Meeting Minutes Approval

(Refer to IV.A.)

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</u> <u>BALANCE</u>
Apr	\$10,465	\$10,521	(\$ 55)	\$18,672	\$ 8,927	(\$9,800)	
YTD	\$43,532	\$43,354	\$178	\$46,127	\$44,050	(\$2,077)	\$214,061

YTD Expense Over Budget Top Five Line Item Factors:

1. Pool Operation Season Start-Up: \$4,023
2. Insurance Quarterly Payment: \$3,778
3. Lake Maintenance: \$2,347
4. Pool Repairs: \$1,301
5. Legal Fees: \$680

VII. Covenants Non-Compliance Report

--- Ann Scofield provided a brief overview of non-compliance issues.

1. One property is in “bank” foreclosure.
2. One property is being handled by attorney Steve Black
3. Various non-compliance letters have been mailed and are in various stages of being processed by Ann Scofield.

VIII. Committee Reports

A. Architectural Review Committee Report

1. Refer to III.
2. ARC members names and appropriate ARC contact information will be posted on the KVHOA website.

B. Waterfowl Containment Committee Report

1. Legal compromise of geese nests report:
 - No new report this month. By observation the geese population has been reduced.
2. Installation of stakes with Mylar strips positioned around lake edge.
 - a. Pat Russell reports that this containment method has kept geese from coming ashore in areas where the stakes with Mylar strips have been placed. By observation fewer geese have ventured to residential lots and common areas. There has been far less goose waste on the Bridgewater Drive sidewalks and street.
 - b. Pat Russell is requesting some volunteer(s) to assist in keeping the current stakes and strips maintained plus installing additional stakes.

C. Clubhouse Committee Report

- Pat Russell reported that the clubhouse was rented six (6) times during the month of April. \$195 was collected in rental fees.

VIII. Committee Reports (continued)

D. Pool Committee Report

1. Two items, maintenance of overflow drain and broken concrete on deck area identified in the March 26 meeting minutes, have not been repaired. Pool Professionals was instructed to repair these items prior to the pool opening. Ann Scofield will follow up with Pool Professionals.
2. Ann Scofield reported that, in general, all has gone well during these first two weeks of the 2014 Season Pool Opening. There were a few residents who failed to submit their 2014 registration form to activate their pool key which caused a delay in the residents having access to the pool.
3. Pat Russell made the motion that the charge of issuing a pool key card to each individual lot/homeowner be as follows:

a. New individual lot/house purchase owner	No charge
b. Lost key card replacement:	\$50
c. Key card not passed on from lot/house seller to a buyer - replacement	\$30

The motion passed by unanimous vote.

4. There was a brief discussion on the possibility of enlisting a few volunteers to serve on a future Pool Committee. These volunteers would take on the responsibility of assisting the Board in enhancement of the pool experience.

IX. Unfinished Business

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

1. Ann Scofield reported on the status of securing appropriate Board approved documentation and signatures of each president from the Master Association, and each Sub-Association to amend the *Declaration of Covenants, Conditions, and Restrictions for Kinderton Village Residential Homeowners Master Association, Article IV, Section 2(c)*. The amendment was prepared by Steven E. Black, Rossabi Black Slaughter, PA, Greensboro, NC.
2. The first two sentences states as follows and is to be amended to include the new underlined language as indicated:

The right of the Master Association to mortgage, to dedicate or to transfer all or any part of the General Common Areas and/or private streets to any public agency, authority, utility, or other entity for such purposes and subject to such conditions as may be agreed to by a majority vote of the members of the Master Association. No such dedications or transfer shall be effective unless the action of the Members is evidenced by a signed and recorded written document

IX. Unfinished Business (continued)

3. Appropriate Board approved documentation and signatures have been received from the Master Association, Carriage Homes Association, Single Family Association, and Townhomes Association. The Condominiums Association has not responded to the request to sign the amendment.
4. Given that Board approved documents and notarized Board president's signatures have been received from the "majority" of members of the Master Association, Ann Scofield made the motion that the proposed amendment be forwarded to attorney Steve Black for recording with the Register of Deeds of Davie County, NC. The Board vote on the motion was unanimous.
5. Once the amendment is duly recorded, Steve Black will consult with the Town of Bermuda Run attorney to further the legal process of dedicating KV streets to the Town of Bermuda Run.

B. Declarant Owned Common Areas Proposed Assignment to the KVHOA

1. After discussion and review of the maps and commentary provided by our attorney Steve Black, it was determined that the Single Family Association Board needed to be involved in the decision process. Also, more time was needed for all Board members to inspect the proposed common areas. Much of the landscape is overgrown and it is not fully known what issues we should be aware of prior to these common areas being deeded to the KVHOA.
2. Ken Bateman made the motion to defer this item to a Special Joint Master and Single Family Board Meeting. The motion was unanimously approved.
3. Helen Kelly called for a Special Joint Master and Single Family Board Meeting for 6:30 p.m, June 3, 2014, at the KV Clubhouse. Both Board Members will be advised by e-mail of this meeting.

C. Lake Maintenance Issues

1. Helen Kelly provided an update and critique of completed work by Blakley Landscaping Services' planting of lespedeza and Pink Muhly around the top perimeter of the lake and dell. The area was hydro-seeded with lespedeza. Unfortunately, the next day there was a heavy rain storm that washed much of the seed to lower levels. Hopefully, the hydro-seeding will still be effective resulting in a stand of large blade grass that re-seeds well. The Pink Muhly plants will be hand planted within the next 30 days.
2. Helen Kelly and Ann Scofield jointly presented lake specialist contractor bids from Dragonfly Pond Works, Raleigh, NC, and Foster Lake & Pond Management, Garner, NC, for the purpose of maintaining the water area and the immediate shoreline. Dragonfly, the incumbent contractor, had the lowest bid which includes:
 - a. Regular Management: 4 (quarterly) visits @ \$320 per visit
 - b. Stock lake with 20 grass-eating sterile carp: \$380
 - c. Stocking of dragonfly nymphs (mosquito control): Free - No Charge
3. Helen Kelly made the motion that the contract for lake management be awarded to Dragonfly Pond Works. The vote was unanimous!

IX. Unfinished Business (continued)

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

- Ann Scofield reported that J and J Handyman Services started the power-wash project on designated sidewalks. The contractor had more difficulty than anticipated with excess accumulation of red clay mud near the Kilbourne Drive mail kiosk area. The project was delayed and rescheduled to return by end of the month.

E. Mail Kiosks Maintenance Repairs

1. Helen Kelly and Ann Scofield identified the maintenance issues as being at the following locations:
 - a. Kilbourne Drive
 - b. North Forke Drive at Belhaven
 - c. Parkview Lane
 - d. Lakepoint Drive
2. Ann Scofield will report the issues and follow up with the Town Manager of Bermuda Run.

F. Common Area Landscaping and Grounds issues:

1. Street Trees (common area between sidewalks and streets)
 - a. The Master Board has approved the replacement of three (3) trees on North Field Drive and one (1) tree on Parkview Lane.
 - b. There was discussion on the best method to ensure that the planted trees would receive sufficient watering. Methods discussed were: 1) Ask a residence to volunteer to water the tree(s), 2) pay a resident to water the tree(s), and 3) contract with a landscape contractor with a water tank vehicle to water on a scheduled basis.
 - c. Craig Carter made the motion to offer to pay a resident \$20 to properly water a newly planted tree during the summer months of May, June, July and August. The motion was approved by a majority vote.
2. Overgrown Common Area between the backyard property lines of lots on Parkview Lane and Kilbourne Drive. This common area is still owned by the Declarant, not the KVHOA.
 - a. Ann Scofield had been requested by the Board to secure a bid from Blakley Landscape Services to brush-hog a 15' path behind single family homes. This had been a request by a property owner on Kilbourne Drive and a property owner on Parkview Drive.
 - b. Ann Scofield made the motion to award the contract to brush-hog the common area as described in item a. above for the amount of \$500. The motion was unanimously approved.

X. New Business

- Owner at 118 Lakepoint Drive requested an easement for a corner of existing fence installed on the north side of owner property that sits on a portion of the south side of HOA common area. After a brief discussion a motion was made by Helen Kelly that the easement be granted contingent upon specific legal conditions being satisfied and paid by the Owner with absolutely no expense to the KVHOA. The motion was unanimously approved.

XI. Meeting Adjournment

- Motion to adjourn the meeting was made by Craig Carter. The motion was unanimously approved at 10:35 p.m..

The May 28, 2014, Master Association Board Meeting Minutes are respectfully submitted by:

Ken Bateman, Secretary
Master Association Board of Directors
June 25, 2014