

KINGS COVE HOMEOWNER'S ASSOCIATION
Board of Directors Meeting
At 4341 Steed Terrace
February 29,2024

Attendance: Walter Monser, President; Clarissa Powell, Secretary; Heather Fipps, Treasurer; Vice President; Jared Eller, Director; Jim Hart, Barry Skinner, Bill Harris, Julia Harris

Call to Order: Meeting called to order at 7 p.m.

Treasurer's Report: Based on a report presented by Heather, eight homeowners have not paid dues and two have short-paid. A second notice will be mailed.

Discussion followed about whose responsibility on the board is handling annual dues. Board discussed that responsibility should lie with Treasurer position. Heather discussed that it is a bad time of year for her to handle dues with it being the busiest time of year for her work responsibilities. Clarissa discussed this does not fall within the Secretary arena. Further discussion on this topic tabled.

Audit question arose. The AR/AP process is set-up so there are internal controls. President and Secretary are on the bank account. Bills are paid by the Treasurer, who also reconciles the monthly account.

Clarissa suggested job duties be better defined and spread amongst the board members with each board member serving on and helping with a committee.

Minutes: November 2023 board meeting minutes were presented. Jared Eller moved to accept minutes. Walt Monser seconded. Approved. Minutes will be posted on the HoA website.

Old Business
Pond Update

- Electrical needs to be rewired. Board discussed and \$4500 was allocated for electrical.
- Walls need to be pressure washed and repointed. Jared offered to oversee this and get quotes from masonry companies.
- Hedges will be replaced after the wall has been handled. Possibly not put under the letters but on either side.

Committee Reports

Maintenance Committee

- Jared has been handling most of the maintenance committee responsibilities including Lake Doctor.
- Clarissa communicates with Lewis Landscaping when needed.

Below is carry-over from November 2023 meeting regarding Maintenance: Pond shrubs – Jared got a quote - \$4000 if we replace all shrubs, \$1500 if we limit the shrubs. Suggested we put different plants in – easy maintenance such as pompass grass, irises, etc. Discussed we pull out the plants, put black cow in with existing dirt and plant. Jared pursuing. Jared suggested we need to repaint the letters – Barry suggested epoxy paint. Earl, Jared and maintenance committee to handle the entryway update.

ARC Committee

- Jim and Marie Hart are handling the ARC Committee. Need to reinforce to homeowners the process of NOT purchasing paint prior to approval.
- Asked Bill if the ARC form could become fillable online instead of downloading. Jim liked when a homeowner emailed a photo of the paint. Can we update the ARC procedures? Clarissa will work on this with Bill.

Social

- Monica Santiago, Committee Chair, cannot be active at this time due to personal issues. Clarissa volunteered to help with entryway decorations and schedule the Santa visit. Discussion followed about needing more homeowners to help with committees. Clarissa will mention in next newsletter.
- Bill volunteered to rework the Bylaws, combining the two existing sets into one and updating. This was carried over from the previous board meeting.

New Business

Clarissa reported "Violation Letters" have been reworded to Action Letters. Letters mail as needed.

Adjournment:

Motion by Jared Eller that the meeting be adjourned at 8:35 p.m.
Seconded by Heather. Meeting adjourned.

Attest: _____
Clarissa Powell, Secretary