

Kimmon Place Homeowners Association
Board Meeting Minutes
November 13, 2007

Attendees:

Mike Nadeau
Joe Cichocki
Tom Draney
Stacey Bennett
Tara Smith
Rod Hamby

I. Old Business

- A. Minutes from the previous meeting were ratified by email September 14, 2007.
- B. Treasurer's Report: Tom presented the financial statements for September and October which will be published on the website. He announced that we are under budget for the year so far and may have as much as \$25,000 left over by year's end. So far no money has been used by the social committee or toward a special project. Other important announcements included: All households have paid homeowners dues for the first portion of 2007. Three households still have not paid dues for the second half of the year. Three households have pre-paid dues.

II. New Business

- A. Lawn Service Contract: The current contract runs through the spring and the next Board will discuss whether to continue with the current vendor. 2007 Board feels this vendor has been reliable and done an adequate job throughout the year. Re-seeding will be done as needed in the subdivision in the spring due to the drought and construction projects.
- B. Annual Meeting: Three dates were discussed and the Board has settled on Monday January 28th. The time and place will be announced once a location for the meeting has been secured. The Wake Forest Country Club is closing and will not be available for use. Rod will check on the availability of the Wake Forest Police Station/Court House meeting room. Joe will check availability of the Stoney Hill Fire Dept. Meeting room. If neither is available the Board will consider available schools. Possible items to vote on include: Board Member Term Limits,
- C. Nominating Committee/Board Elections 2008: Tara will chair this committee and will create a write up for the newsletter about nominating individuals for the Board. Term Limits were discussed and the current Board will recommend that 3 sets of term limits, 1 year, 2 year, and 3 year limits are established so there is always at least one experienced member of the Board remaining. The Nominating Committee will also be responsible for helping collect and maintain proxy ballots.
- D. Newsletter: The Board will budget for a four page quarterly newsletter to be published in 2008 (likely March, June, September, & December) by the Communications Committee. The Board will be responsible for previewing and editing the letter prior to publication and distribution to help avoid distribution of misinformation. All authors will be identified by name in the newsletter. The email listserv will be used to send out

monthly announcements highlighting important information. The website will be updated as needed. The deadline for submission of material for the next Newsletter is Monday November 27th. The newsletter will go out the last week of November.

E. Directory: The Board agreed that creating an online directory would be a good idea. Stacey will continue working with the Communications Committee to accomplish this.

F. Community Clean-Up: The Board decided on Saturday December 1st 9am as the time for the pond/woods clean-up. We will need 10-15 volunteers to help. Mike will check with Matt about getting the commercial shredder. The group will need 1-2 chainsaws which neighbors have on hand to use. Debris will be collected by the volunteers and shredded to make mulch. The mulch will be used at the pond area and in the general landscaping in community areas. Any left over mulch will be available to neighbors to use for their yards.

G. Reserve Sign: Joe and Tom will complete the concrete repair to the sign.

H. Water Screen at Pond: Joe will be meeting with the fire department again to discuss completing installation of the water screen for fire fighting purposes. Tom will get prices on the gravel needed to fill in the driveway at the pond so it is suitable for the fire department to use their trucks to enter the pond area.

I. Special Project/Entrance Sign: Mike shared information he obtained regarding quotes for building column sign entrances on Kimmon Way. The Board is still exploring the cost of this project as well as the cost of adding electric lights to the sign at the Reserve. Mike will research the costs of this project further, the need for building permits, and provide information to homeowners via an article in the upcoming newsletter.

J. Covenants Violations: The Board has received complaints about covenants violations including trailers being parked in view from the street and trash cans not being properly screened. Rod will investigate these complaints and send letters to any homeowners in violation of the covenants requesting that they properly screen trailers and trash cans. Tara will investigate whether copies exist of the letters sent last year to homeowners in violation and pass them on to Rod to establish whether a pattern exists of violations.

K. Architectural Review: The Board discussed issues that have arisen with the Architecture Committee approving home improvement projects that do not adhere to the covenants, by-laws, and committee guidelines. Joe will discuss this with Jim, the current committee chair. Jim has indicated that he will be stepping down as chairman because he and his wife are moving. The Board would like to have the architectural committee begin meeting monthly and to establish a scheduled date and time for this so that homeowners will have established deadlines for submission. Per the state guidelines the committee must provide a response to homeowners within 30 days of a request for approval. By hosting meetings monthly this will be achieved.

L. Water Restrictions: The Board discussed AQUA's recent letter to homeowners and will continue to urge homeowners to conserve water. AQUA has not instituted mandatory restrictions on the Leesville System (our well system) at this time. AQUA has sent out a letter from the NC Utilities Commission instructing all water companies to institute water restrictions. No information has been distributed by AQUA as to how the restrictions will be enforced.

M. Prolonged Housing Construction: Rod, Mike, and Tom will discuss the issue of the houses on Lot 77 and at the entrance on Kimmon Way. Both have been under construction for several months and are still not finished. It appears work on the homes

has stopped. The Board will attempt to determine what the delay is for and the estimated time when both will be completed.

N. Neighborhood Watch: Tara has been unable to obtain any information from past Neighborhood Committee Watch Chairs. She will begin working with interested homeowners to re-develop the neighborhood watch program for Kimmon Place.

O. DOT Acceptance: Tom will contact Bob about DOT approval of roads. We were suppose to be approved by September but have not received any confirmation of this from the DOT.

P. Next Board Meeting: Scheduled for Wednesday December 12th 7pm. Place to be determined.

- These minutes were ratified by Board members via email on November 26, 2007
Stacey Bennett KPHOA Secretary 2007