

**KENT WOODLANDS PROPERTY OWNERS ASSOCIATION  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
THURSDAY, AUGUST 27, 2015**

Present: Goldsmith, Freeman, Evergettis, Gray, Barr

Staff: Jeanne Williams, Administrator.

Excused: Belzer, Willard

A quorum of directors was present at the meeting.

**Call to Order:** The meeting was called to order at 6:01pm by President Evergettis.

**Public Comment:** A member raised concerns regarding fees for design review projects.

**Approval of the Minutes:** M/S/A to approve the June 25, 2015 minutes as emailed.

**Architectural Committee Report:**

- Director Barr reviewed 2 items for ratification. M/S/A to ratify all decisions of the AC.
- Barr reports that an application is coming up for a major remodel at 115 Woodland.
- The AC has received complaints regarding construction dust at two projects. Michael Barber will contact County requesting help in mitigating these issues. The AC is also concerned regarding the winterization of the slope at 20 Evergreen.
- COM contacted Michael re: a focus group on college development plans. Bitsa to attend.
- Next AC Meeting 9/15/15.
- Barr presented proposed revisions to AC appeals fees. After some discussion, it was agreed to continue this topic to next month's meeting for further exploration.

**Design Review Fees:** Continued to next board meeting. Williams to distribute her analysis of several projects to board members for review prior to meeting.

**Appointment of New Board/Committee Members:** None to approve.

**Fire Safety Committee Report:** President Evergettis reports that a PG&E grant has paid for the brush removal in the Rock/Diablo/COM area. Paul Smith working on a fire break on King Mountain. Barry is attending FireSafe Marin meetings and will report back as appropriate.

**Officer Reports:**

- **Vice President:** None
- **Treasurer:** Has reviewed monthly reconciliation of bank statements, nothing of note to report.
- **President:** President Evergettis opened a discussion regarding a potential one-time rebate to members in order to reduce the Association's cash holdings. The board will continue discussion of this subject at the next board meeting. Evergettis also reported that he has been appointed to the board of the Kentfield Fire District.

**County Update:** None

**Administrator's Report:**

- Newsletter content due 8/31 at noon.
- Williams reported that two members remain unpaid. The board was presented with two resolutions to pursue liens against these members. M/S/A to adopt the resolutions as presented. Williams to proceed with lien process.
- Changes in Civil Code affecting disclosure documents and other items. Info available in office.
- Coming up in 4<sup>th</sup> Quarter: Halloween Parade, Holiday Party, Disclosure Packages, 2016 Assessments, preparation for Election & Annual Meeting.

**Credit Card Payment System:** Williams presented information regarding various credit card payment platforms and vendors. It was agreed to utilize PayPal for processing annual assessment payments this year. The board may consider a more robust platform next year if the credit card option is utilized by a large portion of the membership.

**Next Meeting Agenda:** The next board meeting is scheduled for September 24, 2015 at 6:00pm. Special agenda items to include: Appointment of New Committee and Board Members, Design Review Fees, Appeals Fees.

Meeting adjourned at 8:25pm.

Submitted by:

Jeanne Williams (in K. Belzer's absence)