

**KENT WOODLANDS PROPERTY OWNERS ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS MEETING
THURSDAY, DECEMBER 3, 2015**

Present: Freeman, Evergettis, Barr, Becker, Gray, Willard, Goldsmith

Staff: Jeanne Williams, Administrator.

Excused: Freeman

A quorum of directors was present at the meeting.

Call to Order: The meeting was called to order at 6:04pm by President Evergettis.

Public Comment: None.

Approval of the Minutes: M/S/A to approve the October 22 minutes as corrected.

Architectural Committee Report:

- Director Barr reviewed 3 items for ratification. M/S/A ratifying all decisions of the AC.

Vote on Proposed Change to AC Appeal Fee: M/S/A ratifying changes to the AC appeals fees as circulated to members in the October newsletter.

Vote on Member Lot Line Adjustment: M/S/A approving lot line adjustment subject to specified conditions. Resolution was as follows:

Violich lot line resolution approved at 12-3-15 KWPOA Board meeting

The proposed lot line adjustment in which a portion of 43 Evergreen (a KWPOA member property), is transferred to 5 Fern Way (a KWPOA non-member property), was approved, with such approval contingent on all of the following conditions being satisfied within the time frames specified:

- A. Owner of 43 Evergreen and owner of 5 Fern Way each sign the project approval letter from the KWPOA Architectural Committee regarding the lot line adjustment and other related work, and return the signed letter to KWPOA by December 31, 2015; and
- B. 5 Fern Way, becomes a member property of KWPOA by January 21, 2016.

Review of Rules Regarding Rentals: Tabled until January meeting.

Update on Annual Meeting and Election: There will be no election because there were no new nominations to fill the four director slots; four current directors will serve an additional two year term. January 13, 2016 annual meeting agenda and preparations discussed.

Holiday Party Update: Plans for holiday party are in good shape.

Fire Safety Committee Report: Next drill will be south side of Woodland from Evergreen down to the entrance.

Officer Reports:

- **President:** Proposed to reconfigure Sherriff hours to cover school children during both morning and afternoon travel periods. Discussion of new signage at gas station adjacent to Woodlands Market. Discussion of KWPOA owned properties.
- **Vice President:** Not present.
- **Treasurer:** Has reviewed monthly reconciliation of bank statements, nothing of note to report.

County Update: KWPOA will send eblast notifying members of deadline to submit comments re Sir Francis Drake Corridor Improvement project.

Administrator's Report:

- Williams reported that two members 2015 dues remain unpaid.
- Invoices for 2016 assessment discussed. Members' credit cards will be accepted for 2016 dues payment.
- Coming up: Holiday Party, Disclosure Packages, 2016 Assessments, preparation for Election & Annual Meeting.

Next Meeting Agenda: The next board meeting is scheduled for January 28, 2016 at 6:00pm. Special agenda items to include: Annual meeting recap; rental policies; Appointment of New Officers and Committee Members.

Meeting adjourned at 7:43pm.

Submitted by:
Mimi Willard, secretary