

KENT WOODLANDS PROPERTY OWNERS ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS MEETING
THURSDAY, December 7, 2017

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

Excused: Leh

Staff: Jeanne Williams, Administrator

A quorum of directors was present at the meeting.

Call to Order: The meeting was called to order at 6:00 pm by President Freeman.

Public Comment: None

October Minutes: M/S/A to approve

Architectural Committee Report and Ratifications

- M/S/A to ratify approval of one project.

Committee Appointments

- Director Becker reported that the Fire Safety Committee has formed.
 - M/S/A to appoint the following people to the Power Line Under-grounding Sub-Committee: Keith Shultz (Chair), and Christine Baron, with non-member Bob Gray serving as Advisor.
 - M/S/A to appoint the following people to the Prevention Sub-Committee: Ron Antipa, Krystal Ariel, Robin Bruener, Deborah Cook, Nikki Johnson, Skip Kniesche, Pam Lytz, Pam Riley, Brook Spoerry, Jurg Spoerry, Warren Webber, Eric Wilcox, and Jin Zidell.
 - M/S/A to appoint the following people to the Evacuation Committee: Daly Schreck.

LPR Report and Related Votes

- Jeanne Williams reported that the project is on track, equipment has been ordered; AT&T has been contacted and data services are being explored; the engineering firm is working on the study needed for the Encroachment Permit application. She estimates that the permit application will be ready to go to the County in early January.

Officer Reports

President's Report:

The Holiday Party, which was on Sunday December 3, went very well, was very well attended. Compliments to Jeanne Williams for her help organizing it.

Treasurer's Report

Director Gray reported the financials which were consistent with plan.

Secretary's Report

Director Becker reported on the Fire Education Tour of Santa Rosa and environs which she, Director Freeman, and former Director Evergettis went on with Kentfield Fire Chief Mark Pomi and Battalion Chief Mike Hadfield. There were many lessons to be learned, including the need to: 1) maintain defensible

space between ones house and any flammable materials including dead or distressed shrubs and trees, plastic garbage bins, wooden or plastic patio furniture and toys, leaves on roofs or in gutters, mulch, firewood, wooden decks, etc.; 2) remove all hazardous trees such as diseased Oaks, distressed Eucalyptus, any Monterrey Pines (“torches”), Cypress, Juniper, Bamboo; 3) get to know our neighbors, especially the elderly or handicapped, and help them make sure their property is free of flammable vegetation and help them evacuate; 4) register for AlertMarin.org to get fire department emergency warnings and evacuation notices tailored to our neighborhood.

County Update – none

Social Activities Update – none

Administrator’s Report

- Disclosure packages have been sent out.
- The database has been updated in preparation for running the assessments, which will be mailed out 12/29/17.
- The website has been updated to allow PayPal payments for the assessment, as well as to allow members to order parking stickers online.
- This is part of an effort to allow as much as possible to happen online and via email, to reduce printing and mailing costs.
- Member billing for Architectural Committee services was recently transitioned to an Excel-based system. Member Aubrey Leh is developing, pro bono, a further improved, integrated system for tracking and billing Architectural projects; Leh's final product should be implemented in 2018.
- The deadline for the next newsletter is Dec. 27. Director Barr noted that the newsletter should include the addresses subject to Enforcement Actions, as is the custom.
- Planning for the KWPOA Annual Meeting on the evening of January 17. The facility has been secured (The Studio, Marin Art and Garden Center). Speakers have been confirmed (Fire Chief Mark Pomi and Sheriff Deputy for Kent Woodlands Scott Anderson).

Next Regular Board Meeting: January 25, 2018

Meeting adjourned 7:00 pm

I, the undersigned secretary of the KWPOA, certify the foregoing to be true and correct.

Ann Becker, Secretary, KWPOA Board of Directors