

**KENT WOODLANDS PROPERTY OWNERS ASSOCIATION**  
**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**THURSDAY, January 25, 2018**

Present: Barr, Becker, Leh, Willard

Excused: Freeman, Goldsmith, Grey

A quorum of directors was present at the meeting.

**Call to Order:** The meeting was called to order at 6:37pm by President pro tem Becker

**Public Comment:** None

**December Minutes:** M/S/A to approve

**Architectural Committee Report and Ratifications**

- M/S/A to ratify approval of four projects.
- Progress report on new spreadsheet being developed by Aubrey Leh for the tracking and billing of charges for architectural projects.

**Annual Meeting Recap**

- Highlights of the Annual Meeting include:
- LPR Report - Waiting for County approval of Application for Encroachment Permit
- Architecture Committee Report - Advice on how to get rapid approval of projects
- Sheriff's Deputy Scott Anderson (who shares Kent Woodlands patrol duty) - Advice on protecting your home from break-in's
- Kentfield Fire Chief Mark Pomi - Advice on protecting your home from fire.

**Appoint 2018 Officers and Committee Members**

M/S/A to appoint the following:

- Board officers: President Freeman, VP Goldsmith, Treasurer Gray, Secretary Becker
- AC rep Barr.
- AC Chair Jim Schafer
- AC members Bill Riley and Trina Lavigna, Tom Nicholson
- VRAC – Dave Schreck

**Officer Reports**

- No reports from any officers

- Fire Safety Committee – Committee Chair Becker reported on Jan 23 committee meeting. FSC plans to alert membership to prevention needs.
- Director Leh suggests Newsletter write-up re goal to make Kent Woodlands a Fire Wise Community.
- Fire evacuation subcommittee needs more members.

### **County Report**

- SFD Rehab project – open house Jan 30. Public invited to prioritize projects within budget.

### **LPR Report and Related Votes**

- Administrator reports final plan has been received. Will submit permit application to County next week.

### **KWPOA Parking Lot**

- This agenda item tabled to Feb meeting

### **Administrator's Report:**

- 2017 assessments all paid except one (which is already subject to a lien)
- Parking stickers going out soon.
- Newsletter deadline and content
- Website – administrator proposes new website with additional functions. Add to agenda for Feb meeting.
- Administrator has many projects upcoming, with extra hours
- Administrator's vacation schedule.
- A Welcome packet (community guide) is being updated.

**Next Regular Board Meeting:** February 22, 2018

**Meeting adjourned 7:31 pm**

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

Mimi Willard, Secretary pro tem, KWPOA Board of Directors