



Kent Woodlands Property Owners Association

REGULAR BOARD MEETING MINUTES

Monday, May 20, 2024 - 6:00PM

Meeting held at 1010 Sir Francis Drake, Suite 200, Kentfield and via Zoom

Directors Present: Jeff Leh, Bitsa Freeman, Julie Johnson, Ghigo DiTommaso, Steve Ring, Sara Wardell-Smith

Directors Absent: Noah Hagey

Staff Present: Jeanne Williams

Call to Order: Meeting called to order at 6:02pm.

Public Comment: None

Fire Safety & Hazard Mitigation Report: Jeff Leh reporting for Heather Hill. Inspections of properties for fire hazards continue. Hill is in touch with County and local fire officials regarding clearing open space bordering Kent Woodlands

Approval of April 15, 2024 Board Meeting Minutes: Unanimously approved as submitted.

AC Report and Ratifications: Johnson reporting. No ratifications, no applications this month.

Entrance Project – Next Steps & Special Assessment Process: Leh reported that the election process is moving forward as approved by the board. Leh has distributed a draft cover letter for the ballot packet to board members. Board unanimously approved a motion to include this cover letter, subject to minor revisions, for the ballot package. Next steps: J. Williams to finalize ballot documents and submit to legal counsel for review.

Carbon Neutrality Task Force Report: Member reached out to CNKW to seek help in making their home carbon neutral. Building out web site to include Q&A column. CNKW survey to be moved to the free Google Forms service, allowing us to cancel Survey Monkey subscription

Kentfield/Ross Magazine: Next submission TBD.

Social Events Update: Food truck event was held on 5/5/24. Attendance down due to Cinco de Mayo. One vendor 90 minutes late. Next event scheduled for September 8, 2024.

Officer Reports:

VP Freeman reported KPAB met with COM re: Learning Resources Center. Another meeting coming up regarding field lights at Marin Catholic High School.

Treasurer Wardell-Smith reported on monthly financial reports. Tax returns have been completed by CPA.

Operations Report: Williams reports two members have still not paid their late fees or interest; will pursue collection action. Working on special assessment election arrangements. Newsletter deadline is 5/28/24 at noon.

Next Regular Board Meeting: June 24, 2024 at 6:00pm

Meeting adjourned at 6:47 pm.

BITSA FREEMAN, VP/SECRETARY

APPROVED AT JUNE 24, 2024 BOARD MEETING