

KINGSMILL HOMEOWNERS ASSOCIATION

P.O. Box 361834
Melbourne, FL 32936-1834

The board of director's meeting was called to order at 1:00 PM on Sunday, August 23, 2020 by President Don Poole . The following board members were present:

Tim Baker - Director
Debra Pendergast – Director
Kelly Sheesley – Director
Karen Warr - Treasurer

Joe Wichart - Architectural Review Committee Chairman

Lisa Lantrip - Director - Absent
Dennis Thompson - Secretary - Absent

There were 2 others signed in as present

The minutes of the July 16, 2020 meeting were read and approved as corrected.

TREASURER'S REPORT

Treasurer Karen reviewed and explained a very comprehensive series of financial reports (see attachments) which raised some questions:

- a. Who prepared/submitted our federal tax return (IRS Form 990)? - TBD
- b. Can Treasurer issue outstanding dues invoices by email if known? - Yes
- c. Should stop-payment fees for dues checks held too long before being deposited be deducted from total dues required? - Yes

OLD BUSINESS

Front Entrance

The sprinkler system does not function. A comment was made about it needing a new battery. Joe Wichart said we would contact Joe Ferriso, a resident who is an electrician, to check whether it needs a battery. Ongoing

Parks/Playgrounds

The new gates on the retention pond fences at both parks are complete. However, there is a double gate at the West park, which can't be locked without using a chain. Dennis will be asked to get a quote for replacing the double-gate with a single-gate. Ongoing

Another quote for playground equipment was received which was within the \$6,000 budget. Inspection of the existing equipment was conducted to determine replacement requirements. Replacement of the large swing set/slide at the west park and various accessories were deemed necessary. After discussion of the revised quote, a motion to purchase the large swing/slide set was made, seconded and passed unanimously.

Retention Pond Grass/Tree Trimming, etc.

Numerous complaints have been received concerning the grass not being trimmed next to the fence. The possibility of getting a different lawn service contractor was discussed. Trees and shrubs along the fence lines also need trimming. Two quotes with additional detail were received. One for \$12,500 was recommended by Dennis. Ongoing
Erosion on the pond walls has been increasing. No change - ongoing.

Entrance Wall Deterioration

The wall at the front entrance needs repair. Lisa had said she would get recommendations and estimates for repairs. Ongoing

Book Swap Library

Nicole "Niki" Wilbert has completed the project and it's situated at the west park.

NEW BUSINESS

ARC Status Report

Joe Wichart, ARC Chairman, provided a list of all the ARC Approvals submitted this year.

Welcome Committee

Kelly asked if the HOA has a welcoming committee. Currently there isn't one, but may be a consideration.

Kingsmill Entrance Sign Maintenance

Carl Hodges would like someone to takeover sign changes which he has done for many years. Kelly volunteered to assume this responsibility.

Kingsmill Facebook Access

A question was raised on whether people who are no longer residents of Kingsmill should continue to have access to the Kingsmill Facebook site. After discussion, a motion to deny non-resident access to any Kingsmill social media site was made. It was seconded and passed unanimously.

A subsequent question was raised about residents using Kingsmill social media for pseudo-personal use. The Board thought that some kind of approval should be required. Ongoing

Email Addresses for HOA Officers

Karen suggested that email addresses should be established for each Board member and Committee Chairman that stays "generic", such as Treasurer@Kingsmill-HOA.com, so that they remain the same when personnel changes are made. A motion was made for Karen to investigate options which was seconded, voted and passed unanimously.

Miscellaneous

The accumulation of trash in the east pond outflow box is a concern of some owners in case of heavy rains. Flooding could occur if water flow is impeded. Don has looked at the outflow box and saw very little trash or obstruction.

Some of the entrance lights around the palm trees continue to trip the GFI probably due to moisture. Since there are five GFIs, it's difficult to determine which is the problem. Removal of these lights was recommended. Joe Wichart stated he'd ask Joe Ferriso to check possible electrical issues. Ongoing

CLOSING

The next meeting was scheduled for **September 17, 2020, 7:00 PM** currently to be held at the West Park. Attendees are asked to bring chairs.

The meeting was closed at 2:22 pm by Don Poole

Respectfully Submitted, Don Poole, President

SPECIAL MEETING

A special director's telcon was called to order at 1:00 pm on Sunday, September 6, 2020 by President Don Poole. The following board members called in:

Tim Baker - Director
Debra Pendergast- Director
Dennis Thompson - Secretary
Karen Warr - Treasurer

Joe Wichart - Architectural Review Committee Chairman

Gate Repair

The purpose of this meeting was to review/approve the additional cost to repair a section of the canal fence and replace the double-gate with a single-gate at the west park. Voting by email is not allowed per Florida HOA rules.

A quote for \$350 was received to repair the fence, which Dennis said was reasonable. He also indicated that the contractor agreed to replace the double-gate with a single-gate for no cost if he retained the double-gate materials. A motion was made to accept the repair cost and replace the double-gate, which was seconded and approved unanimously.

Yard Signs

A discussion of whether to enforce removal of yard signs was held. Existing bylaws state "no yard signs of any kind" should be allowed. The Board has no choice but to advise owners of this bylaw. Kelly will be asked to put a notice on the Kingsmill entrance sign. Joe said he would do similar on the Kingsmill Facebook page.

Training

Don reminded new directors that Florida HOA rules require approved training is required for all new HOA officers within 90 days. Since the free in-class training is not currently available, we may need to pay for online classes, unless a free site can be found. Ongoing

The telcon was closed at 1:50 pm by Don Poole