

Kenwood Greene Board Meeting Minutes
Cincinnati Kitchens Showroom
June 2, 2025

Present: Ken Brewsaugh, Kevin Stanford, Ying “April” Li, Alok Prakash

Also Attending: Doug Campbell (Premier Property Management)

6:06 PM: Ken B. called the meeting to order.

Minutes

On April’s motion and Ken’s second, minutes for 28 April 2025 minutes were unanimously approved as submitted.

Financials

- **Income and expense review (Operating Budget)**
 - Change duplicate entry for Unit #70 COA fee —> should be under Other Income
 - PPM questioned: why second entry for tax preparation?
 - PPM questioned: why is landscape contract over budget since it’s a contract
 - Changes fines (Units 53, 8) put under COA Fees —> move to Fines Paid
 - Changes fines (Units 42, 59, 71) put under COA Fees —> move to Fines Paid
- **Transaction Report**
 - Reviewed and discussed
- **Balance review**
 - Reviewed and discussed
- **Reserve Account**
 - Reviewed and discussed
- **Delinquencies**
 - Reviewed and discussed
- On Kevin’s motion and April’s second, financials for April 2025 were approved as amended by unanimous voice vote.

Activity Report

- Reviewed and discussed

Old Business

1. Blacktop seal coating dates — work starts Courtyard D June 16 and proceeds from there
2. Pool Skimmer Tiles — “SunBreeze Pools” opted out of the job. Cincinnati Pools did temporary repair to get us upon and will finish the job in the fall.
3. Spring Walk Through — new date TBD (expected next week)

4. Unit Owners Insurance — PPM setting up process for managing COI information. Letters to owners requesting a Certificate of Insurance naming Kenwood Greene as an additional insured party on their policy(ies) coming soon
5. Personal Guarantee documents — PPM sent letters to corporate owners requiring a personal guarantee (using form to be provided by PPM). Two have responded. Board request PPM check County records to match against our records.

New Business

1. Approved by email 13 May 2025: expenditure of \$3119.28 for Elsmere Iron to replace contractor gate at pool matching existing white fence
2. Unit #75 — PPM is following up w fine collection.
3. Pool Startup — Painting to continue; Mulberry bush to be cut back; new furniture in place
4. Encampment by pool — no problems noted
5. New sidewalk near pool — church responded with request for meeting; Ken to follow up

Open Discussion

1. NA

Action Items

1. PPM to make Operating Budget changes as specified above
2. PPM to update pool sign to indicate revised hours — open til 10 PM
3. PPM to hand deliver tenant letters re courtyard seal coating schedule. One general letter plus one courtyard-specific letter w dates
4. PPM to send owner letters requesting COI naming KWG as additional insured on their condominium policy(ies).
5. Board and PPM to review template of Snow Emergency Plan

Adjournment

- Next Board Mtg 30 June 2025 6:00 PM at Cincinnati Kitchens Showcase
- Motion to adjourn by Kevin, seconded by April, passed unanimously. Mtg adjourned at 8:07 pm