

**Kingstream Community Council
Minutes of the May 19, 2022 Meeting**

Attendance	
Board Members	Present
Tyrone Yee, President	Yes
Ken Neumann, Vice President	Yes
Stephanie Palmer, Secretary	Yes
Steven Fast, Treasurer	Yes
Mike Wei, Architecture Committee	Yes
Sharon Llewellyn, Activities Committee	Yes
Katie Schuster, Pool Committee	Yes
Chris Bollerer, Finance Committee	Yes
Peter Mech, Landscape Committee	Yes
Lisa Cornaire, Management	Yes
Board meeting held via Zoom (electronically) with community member participation	

A. Call to Order

The meeting was called to order at 7:00 P.M.

B. Approval of Agenda

The agenda was approved as amended to include committee reports.

C. Homeowner Open Forum

No issues were raised.

D. Review/Approval of March & April meeting minutes

The March & April 2022 minutes were as amended.

E. Board Officer Selection

The following officers were selected by the Board:

1. President – Tyrone Yee
2. Vice President – Ken Neumann
3. Secretary – Stephanie Palmer
4. Treasurer - Steven Fast

F. Committee volunteer and Board Liaison (BL) selection

The following community members volunteered:

1. ARC - Mike Wei (BL), Ken Neumann, Stephanie Palmer
2. Landscape – Peter Mech (BL), Tyrone Yee, Ken Neumann
3. Communication – Stephanie Palmer (BL), Katie Schuster, Danielle Schill
4. Outreach – Sharon Llewellyn (BL), Sharon Kessler, Linda Propst

5. Pool – Katie Schuster (BL), Steven Fast, Beth Bollerer, Scott Graff
6. Finance – Steven Fast (BL), Tyrone Yee, Chris Bollerer, Ken Neumann

F. Committee Reports

1. ARC – Recently approved work:

Fence - Eddyspark Dr

Siding, trim & roof - Meadow Chase Dr

Color change shutter/front door, SunDek coating of walkway and stoop (two applications) - Kingstream Dr

Solar panels - Kingstream Dr

Retro under deck shed, patio & gazebo -Meadowstream Court

2. Landscape – The pool area has been mulched. Additional plants have been added around the pool house and 3 trees along the fence to hide the trash cans.

3. Communication – Nothing new to report

4. Outreach – The group is looking at a possible late June/early July party.

5. Pool – The Board approved the swim team schedule as presented. The pool filter sand replacement is now scheduled for the September time frame after the pool closes. Katie discussed pool house items that will need to be addressed (pump room door, lights, paint).

6. Finance – The progress payment of \$19k was made to NV. Accounts in arrears will be discussed in closed session. There is \$285k available for reinvestment for the reserve fund. Current CD rates are 3.1% for a 3-year, 3.15% for a 4-year and 3.2% for a 5-year. It is likely there will be two rate hikes of 0.5% during the summer. The recommendation is to wait on these increases and then make our reinvestment decision. The Board agree with this plan which is an approved Board strategy.

G. New Business

1. Pool Event Guidelines – The form for pool events during regular hours was approved. The form for after hours events needs additional work.

2. Pool Rule Edits – Edits will be made to address smoking and service animals. Verify the lap swimming rule is included. Pool rules approved with these changes.

3. Tree down – Sugarland Valley Dr - The Board approved \$450 to remove a fallen tree across trail #12.

4. Pool/Landscape expenditures The Board approved \$285.39 for miscellaneous items for the pool and \$200.71 for 12 plants/3 trees & insecticide for around the pool.

H. Old Business

1. Future meetings (zoom vs in-person) – The Board discussed the return to in-person meetings. The Board decided to continue Zoom meetings and approved an in-person meeting for November and one additional in-person meeting as necessary. This is in addition to the annual meeting which is a required in-person meeting.

I. Management Report

Property inspections have been completed and the results are typical for the community.

J. President's Report

Tyrone provided the following guidance to the Board:

- 1) Business decisions are group decisions (current practice is no email voting)
- 2) Email communication among Board members are official records.

- 3) Virginia's open meeting law requires homeowner notification of meetings, including committee meetings. Closed sessions are for attorney discussions, contracts, and issues with homeowners.
- 4) Remember you do not need to do know everything, it's knowing who to inform about important issue sand using good business judgement; the Board works as a group.
- 5) Plan ahead if Board approval is required.

K. Highlights for communication

The following items should be included in the next Board communication:

- | | |
|-----------------|------------------------|
| Pool hours | Pool registration |
| Officer results | Swim team yard sale |
| Tennis DNA | Swim team registration |

L. Board Member Roles & Responsibilities

The documents are available for the new board members to review.

Homeowners were given a final opportunity for questions before going into closed session.

M. Closed Session (8:52 P.M.)

To review accounts in arrears

N. Open Session (9:45 P.M.)

The Board approved a request by community volunteers to organize a blood drive in the pool parking lot.

O. Adjourn (9:50 P.M.)

Submitted by Steven Fast for
Stephanie Palmer

Homeowners in attendance:

Grace Alao and David Berquist