

Kingstream Community Council
Minutes of the April 17, 2025 Annual Meeting

Attendance	
Board Members	Present
Steve Fast, President	Yes
Ken Neuman, Vice President	Yes
Chris Bollerer, Secretary	Yes
Larry Kaplan, Treasurer	Yes
Mike Wei, Architecture Committee	Yes
Stephanie Palmer, Communications Committee	Yes
Peter Mech, Landscape Committee	Yes
Lisa Cornaire, Management	Yes
Board meeting held in person at the Herndon United Methodist Church, 701 Bennet Street, Herndon, VA 20170.	

A. Call to Order

The meeting was called to order at 7:01 P.M.

B. Establish Quorum

Ms. Cornaire noted there were sufficient proxies for a quorum. There were 17 homeowners in attendance – including Board members - and 108 absentee ballots received.

C. Annual Meeting Presentation and Year in Review

The Board members introduced themselves then presented the 2024 year-in-review presentation and outlined 2025 goals. The Board discussed key 2024 accomplishments which included various enhancements to community assets, execution of a new grounds maintenance contract, installation of new security cameras at the pool, and replacement of the main pool pump motor. The Board then outlined 2025 goals which included the execution of a new pool contract, repairs to basketball and tennis courts, the completion of a new reserve study, and various enhancements to Kingstream assets. The Board then reviewed the Kingstream Community Council committee assignments before the committee-specific briefings.

- **Community Appearance** – The property manager reviewed the importance of property inspections and commonly cited issues.
- **Architectural Review** – The Architectural Review Committee stressed the importance of the ARC in maintaining our home values. The Committee noted that applications increased in 2024 with 41 total applications, down from 53 in 2023. The most common requests focused on roofs, siding, driveways and decks; it was also noted that the Board saw a decrease in the total number of solar-focused projects.

- **Landscape** – The Landscape Committee outlined the major landscape-focused projects undertaken in 2024 including the community clean-up, the negotiation of a new six year fixed-rate landscape contract, and the removal of dead or diseased trees.
- **Pool** – The Pool Committee discussed safe 2024 pool operations, various repairs to the pool and the implementation of a new security camera system. The Board also highlighted the Kingstream Kahunas’ successful 2024 season, which saw participation of 105 children from 54 Kingstream families.
- **Communications** – The Communications Committee outlined 2024 communications activities and the various communication mechanisms used to convey information to the community.
- **Outreach** – The Outreach Committee highlighted 2024 events including various community gatherings and decorating competitions and noted that 11 new homeowners were welcomed throughout 2024. The Board also noted that there are opportunities for continued community member involvement in the planning of neighborhood activities and events.
- **Finance** – Finance Committee members delivered an overview of the community’s finances in 2024, providing insight into both the operating and reserve accounts. The Committee reviewed the 2024 expense budget and the breakdown of operating expenses. In addition, the committee reviewed the major repairs completed using reserve account funds. The Committee ended the presentation by briefly discussing the financial strength and security of our community assets and accounts.

D. Homeowner Questions and Answers

Several homeowners asked questions or voiced comments on the following topics:

- Accuracy of the hours on signage at the pool. The Board noted that all signage was accurate and that some legacy signage has been removed.
- Past reserve study information provided in hard copies of the annual presentation. The Board clarified that the information was provided for reference.

E. Nomination of Directors

Candidates running for election introduced themselves:

- Chris Bollerer
- Mike Wei

F. Appointment of Inspectors of Election

Two homeowners volunteered to be election inspectors.

G. Election

The election results were tabulated by inspectors.

H. Announcement of Election Results

The election results were announced as follows:

Candidate	Votes
Chris Bollerer	110
Mike Wei	108
Jim Roewer	1

I. Adjournment

The meeting was adjourned at 7:56 PM.

Kingstream Community Council Minutes of the April 17, 2025 Regular Board Meeting

A brief regular Board meeting was held immediately after the annual. The meeting was called to order at 7:58 pm.

A. Board Discussion of Existing Business

The Board briefly convened to discuss the selection of officers. **A motion was made to keep the existing officers; the Board voted to approve.** The Board then identified Committee Chairs as follows:

- Traffic Calming Committee – Jim Roewer
- ARC – Mike Wei
- Communications – Stephanie Palmer
- Landscape – Peter Mech
- Pool – Chris Bollerer
- Finance – Steve Fast, Ken Neumann, Chris Bollerer and Larry Kaplan

The Board discussed various topics including completion of the reserve study questionnaire and other issues pertaining to finance and budget.

B. Adjournment

The meeting was adjourned at 8:29pm.

Submitted by Chris Bollerer