

**Kingstream Community Council  
Minutes of the April 18, 2024 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
Jeff Albanus, At Large	Yes
Sharon Kessler, Outreach 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 16 homeowners in attendance and 119 absentee ballots received.

**C. Annual Meeting Presentation and Year in Review**

The Board members introduced themselves then presented the 2023 year-in-review presentation and outlined 2024 goals. The Board discussed key 2023 accomplishments which included various enhancements to community assets and the contract with new auditors. The Board then outlined 2024 goals which included the execution of a new grounds contract, development of a maintenance program for community assets, various enhancements to Kingstream assets, and continued information sharing and collaboration among Board members. 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 2023 with 53 total applications, up from 38 in 2022. The most common requests focused

on roofs, siding, driveways and decks; it was also noted that the Board saw an increase in the total number of solar-focused projects.

- **Landscape** – The Landscape Committee outlined the major landscape-focused projects undertaken in 2023 including the community clean-up, the hillside retention project and the removal of damaged trees. The Committee also discussed the status of the grounds contract set to expire this year.
- **Pool** – The Pool Committee discussed safe 2023 pool operations, various repairs to the pool to include replacement of the steel doors to the pump and chlorine rooms, painting the interior of bathhouse, replacing interior lighting with LEDs, replacing all concrete plastic expansion joint with rubber caulking, and the Kingstream Kahunas’ successful 2023 season.
- **Communications** – The Communications Committee outlined 2023 communications activities including the launch of the new website. The Committee also outlined the various communication mechanisms used to convey information to the community.
- **Outreach** – The Outreach Committee highlighted 2023 events including various community gatherings and decorating competitions and spoke to the number of new homeowners – 14 - welcomed throughout 2023.
- **Finance** – Finance Committee members delivered an overview of the community’s finances in 2023, providing insight into both the operating and reserve accounts. The Committee reviewed the 2023 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 security of our community assets and accounts.

#### **D. Homeowner Questions and Answers**

Several homeowners asked questions or raised concerns on the following topics:

- Rental homes and the presence of unauthorized individuals.
- Retention pond maintenance.
- Position of sheds located near the pool.
- Speed and traffic concerns, particularly from traffic to and from the high school. For this topic, the Board agreed to investigate standing up a special committee to explore the various actions available to the community.

#### **E. Nomination of Directors**

Candidates running for election introduced themselves:

- Steve Fast
- Ken Neumann
- Stephanie Palmer

#### **F. Appointment of Inspectors of Election**

Three homeowners volunteered to be election inspectors.

#### **G. Election**

The election results were tabulated by inspectors.

## **H. Board Discussion of Existing Business**

While votes were being tabulated, the Board discussed two items. First, a motion was made to approve the March meeting minutes; **the Board voted to approve the meeting minutes as written.** Second, the Board briefly reviewed a list of recommended supplies provided by NV Pools. **After a review of the list, the Board voted to approve all items for which the community incurred no additional cost, with the exception of two first aid thermal blankets totaling \$10.59.**

## **I. Announcement of Election Results**

The election results were announced as follows:

Candidate	Votes
Ken Neumann	118
Steve Fast	117
Stephanie Palmer	116
Cecil Maccannon (write-in)	1

Steve Fast, Ken Neumann and Stephanie Palmer were elected for full three-year terms.

## **J. Adjournment**

The meeting was adjourned at 8:15 PM.

Submitted by Chris Bollerer