

Kingswood Homeowners Association

Board of Directors March 3, 2003 Meeting Minutes

I. Owners Participation

There was a brief discussion about areas of the streets sinking due to the city sewer/water lines settling.

II. Call to Order

Board Members Present: Mike Henriksen, Jeanne Tackett, Jay Mitchell

Board Members Absent: Pete Edwards, Mike Hogan

A quorum of the Board was present.

III. Approval of Minutes

Mike Henriksen made a motion to accept the minutes from the February 3, 2003 Board Meeting. Jeanne Tackett seconded the motion. The motion passed unanimously.

IV. Treasury Update

Delinquent assessment accounts – Mike Henriksen will call these homeowners. EPI will be directed to send them one more statement. If payment is not received after these efforts, the homeowners accounts will be sent to the Association Attorney for collection action.

Accounts Payable – No electric bill has been received yet, it was not known if the meter has been installed yet. We will owe John McGuirk for legal fees. EPI is owed a management fee, however they have not yet billed us. The lettering on the wall is done – the complete bill will not be paid until some remedial work is done on a couple of the letters.

V. Old Business

A letter including the 2003 budget was distributed to all homeowners.

Front Entrance – The lettering still needs some work. A couple letters need to be straightened and excess caulk removed.

Tax Returns – Jay Mitchell is to give information on CPA to Jeanne Tackett.

VI. 2003 Assessments

EPI - Mike Henriksen will forward a list of EPI contacts by department to the Board as that list becomes available from EPI. Jeanne Tackett completed the validation of homeowner addresses. The 2003 Assessment Invoices are to be mailed on April 1, 2003.

VII. Legal

John McGuirk, the Association's Attorney, sent a letter to the developer regarding

the finalization of the transition from developer to homeowner control of the Association. Mr. McGuirk has begun his review of the Association governing documents. He will also review the conservation zone letter from the City of St. Charles and give the Board guidance regarding satellite dishes.

VIII. Landscaping Committee

Transitioning the Front Entrance Committee to the Landscaping Committee was discussed. Priorities for this Committee would be:

- Front Entrance Landscaping
- Cul de sac islands
- Monitoring the landscape maintenance contract
- Long term planning for the improvement of our landscaping

IX. khoa.org (Website)

Mike Henriksen showed those in attendance the website on a laptop. Mike stated that we have gotten some positive feedback on the site. The security on the homeowners directory was discussed. The Board was in agreement that the Kingswood directory should not be used for business solicitation. There will be an opportunity for business people to advertise on the website. The website is not currently a secure site due to cost factors. Web hosting fees were discussed. The Board was in agreement to pay fees presented by Dan Eckhert through Samalie Partners.

X. New Business

Mike Henriksen and Jeanne Tackett will allocate Association Funds between checking, money market, and CD's to strike a balance for optimum return on the Association Funds.

XI. Announcements

The next Board Meeting will be April 7, 2003.

XII. Adjournment

A motion was made, seconded, and unanimously approved to adjourn at 9:30 PM.