

**Kingstream Community Council  
Minutes of the January 21, 2021 Annual Meeting**

<b>Attendance</b>	
<b>Board Members</b>	<b>Present</b>
Tyrone Yee, President	Yes
Ken Neuman, Vice President	Yes
Steven Fast, Secretary	Yes
Ash Allgyer, Co-Treasurer	Yes
Mark Jensen, Co-Treasurer	Yes
Mike Wei, Architecture Committee	Yes
Sharon Llewellyn, Activities Committee	Yes
John Rush, Communications Committee	Yes
Scott Graff	No
<b>Other Attendees</b>	
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 7:05 P.M.

**B. Approval of Agenda**

The agenda was approved as modified.

**C. Homeowners Open Forum**

Putting the agenda on the website ahead of time was discussed. John will ensure that the agenda is up on the site before the next meeting. Trail markings by a running club were discussed and were not considered an issue.

**D. Review/Approval of November meeting minutes**

The November minutes were approved.

**E. Committee Reports**

1. ARC – Latest requests have been well documented and the committee has been able to respond quickly.
2. Activities – The holiday decorating contest was accomplished and winners announced. The community clean-up in March is the next scheduled activity.
3. Landscape – The committee discussed trail markers, the Phase 2 landscape plan for the pool house and possible pool deck expansion. The committee decided to do the Phase 2 landscaping as a volunteer project, a plan will be presented in February and defer consideration of a possible pool deck expansion. The playground on Kingstream Circle has received new mulch. Ken also met with Fairfax County Storm water to discuss retention pond issues.

- Tree Removal Quote: A quote for \$1,850 with Reston Tree was approved by the Board.

- Trail Marker Quote: The Board approved a limit of \$625 for trail markers, for eleven trails (does not include trail behind Sugarland Valley Drive)

4. Communication – John discussed Facebook status. Katie Schuster provided the Board an update on changes already made to the website and planned changes.

5. Outreach – The committee charter was reviewed by the Board. One of the concerns was whether the Welcoming Committee has overlapping responsibilities and if it should be part of Outreach. Written comments on the draft charter are to be provided to John by 1/29.

6. Pool – NV Pools notified Lisa they would be exercising their option to cover minimum wage increases for the 2021 season. Lisa was requested to contact NV Pools to obtain the exact amount for the Board to review and determine if it was in accordance with the contract. Steve reminded everyone that further minimum wage increases are planned for 2022 & 2023 as well per Virginia law.

7. Finance – The profit & loss statement was considered typical for this time of year.

- Audit Engagement Letter: One editorial error in the letter was noted. The Board discussed whether to engage Turner, Leins & Gold for one year or two years. The Board agreed to move forward with a two-year proposal if they agreed to a flat rate of \$3,000 per year.

#### **F. Old Business**

1. Review 2021 Pool Opening Plan – The plan was reviewed with the Board. The reservation system will now have user IDs and passwords assigned by Steve & Lisa. The length of a reservation will be changed from 50 minutes to 100 minutes to smooth out flow and simplify clean up. Capacity will be by the number of reservations which will yield an approximate number of users. NV Pools will be informed we are planning on opening this season and the revised plan will be shared with them for comment. The Board will also share the revised plan with our lawyer for comment. The Board approved \$2,000 to implement the revised plan. Additional language will be included regarding vaccinations, inclement weather. When to consider a reservation a no-show will be reviewed. The revised plan will be provided to the swim team board to assist their planning for this summer. The swim team will work with the Board to determine an acceptable way forward. The Board approved the revised plan for opening the pool this season.

#### **G. New Business**

1. 2021 Annual Meeting – The April meeting will be a Thursday Zoom meeting, followed by an in-person election meeting at the pool parking lot. The Board reviewed the revised proxy form which was approved with a minor editorial change. Committees were requested to keep their contributions to one slide (except finance) in order to keep the presentation short to allow for an extended Q&A that may be required to discuss the pool opening plans.

#### **H. Executive Session**

To discuss legal

#### **I. Adjourn**

Meeting was adjourned at 9:37 P.M.

Submitted by Steven Fast

#### **Homeowners in attendance:**

Beth Bollerer, Katie Schuster, Peter Mech, Stephanie Palmer