

FRIENDS OF KENTUCKY ACRES (FOKA)
MEMBER'S MEETING MINUTES
DATE: 4/30/17 TIME: 2:00 p.m.
LOCATION: CENTERFIELD FIRE HOUSE STATION #2

IN ATTENDANCE:

TED KAISER – PRESIDENT
CINDY PRIDDY – VICE PRESIDENT
TRAVIS NICHOLS – SECRETARY
JAY SHUNNARAH – CO-TREASURER
MIKE HAYDEN – CO-TREASURER
MEMBERS (50 VOTE ELIGIBLE OWNERS & 2 PROXY DESIGNEES SIGNED IN)

AGENDA:

1. Final FOKA Bylaw Presentation & Vote
2. FOKA Budget Presentation & Vote
3. FOKA Annual Assessment Presentation & Vote
4. Front Entrance Renovation Discussion

MEETING MINUTES:

- A. Ted Kaiser opened meeting with welcome and reviewed meeting agenda.
- B. Travis Nichols presented the Agenda Item on the Bylaws to the assembled members. (Bylaws link <http://nebula.wsimg.com/32951edb813ea9665691ad9642ccc955?AccessKeyId=09BD7E545FBC016214B7&disposition=0&alloworigin=1>)
1. Member raised issue regarding reading of previous meeting minutes and multiple requests for parliamentary procedures per Robert's Rules of Order. (Robert's Rules link <http://www.rulesonline.com/index.html>)
 - a) November 2016 minutes unavailable at time of current meeting as recorded by previous HOA Board of Directors who were not present at current meeting.
 - b) November 2016 minutes will be requested from previous HOA Board and posted to FOKA website ASAP.
 - c) Current meeting minutes will be posted to FOKA website and made available for next Member's meeting.
 - d) Robert's Rule has not been officially adopted for FOKA meetings by the current HOA Board and the Secretary will provide official FOKA meeting rules for the next Member's meeting
 2. Travis presented brief outline of history of Bylaws with original bylaws originating with Section 1 HOA and proposed revisions posted to FOKA website earlier in 2016 prior to the October 2016 Member's meeting held at the Lagrange Fiscal Court facility for member input. Final version of bylaws were posted to FOKA website and made available to members at meeting for final vote.
 3. A brief explanation of the voting process was reviewed as voting members and proxies were provided with colored cards to raise while making their vote to aid in the expedited process of recording votes on Agenda items requiring membership votes. Only owners/members/authorized proxies were allowed to cast votes on FOKA matters.

- Guests, non-owners and other ineligible members were not allowed voting privileges.
4. Primary revisions from the original bylaws included changes that included all six sections making up the Kentucky Acres Subdivision and simplification of the Committee's section that eliminated permanent Committees and simplified the committee guidelines to encourage participation by all FOKA members.
 5. Member asked about what is available to new families moving to subdivision and the differences between the bylaws and deed restrictions.
 - a) Both bylaws and deed restrictions are available on the FOKA website for access by current and potential FOKA members.
 - b) Deed restrictions are established between the developers of each section of the subdivision and County government which outline what is (and isn't) allowed in the development of a particular section of the neighborhood.
 - c) Bylaws are the guidelines that outline the scope, purpose, responsibilities and operation of the HOA known as Friends of Kentucky Acres (FOKA).
 6. Member asked about Platt illustrations of each section provided at the meeting so members could see what section they live in and whether the information associated with the Platt illustrations is current and up-to-date.
 - a) Illustrations were provided to simply act as guide for members to see what section they are in.
 - b) Illustrations may not be current and all changes to Platt books are kept on file by the County government.
 7. Member asked about what encompasses the Common Area's that FOKA is responsible for.
 - a) Common Areas are primarily composed of the Front entrance area which covers approximately an area of one square acre of land. This area includes the traffic island areas at the entrance along with land extending along the fencing on the right side of the entrance as well as beyond the fencing on the left side of the entrance.
 - b) A lot currently maintained by the developers in the rear of the neighborhood may be set aside as a Common area for neighborhood water retention/washabout purposes which would then need to be maintained by regular bush hogging in the near future.
 - c) FOKA does not have ownership of said Common Areas but has responsibility for their upkeep.
 8. Member asked about the designation of Co-Treasurers and the number of board members as reported to the State.
 - a) Per bylaws the association shall be managed by a Board of not less than 4 members or more than 5 members.
 - b) Jay Shunnarah and Mike Hayden are our Co-Treasurers. Both volunteered via the nomination process in 2016 and as 5 Board members are allowed per the bylaws it was decided that during the election process that both could serve as Co-Treasurers. The Treasurer position has numerous duties and it was agreed by the membership that having Co-Treasurers further promoted checks and balances with regards to the managing of FOKA funds. Therefore the current Board has the maximum allowable number of members as allowed by the current bylaws.
 - c) Updates regarding the make-up of the FOKA Board has been made per documentation filed with the State per all regulatory requirements.
 9. Member vote held to adopt the FOKA Bylaws as presented to the membership resulted in 46 YEA votes, 0 NAY votes and 0 ABSTAIN votes.

C. Jay Shunnarah presented the Agenda Item on the Budget to the assembled members. (Budget link <http://nebula.wsimg.com/714750a2368b60a6bb7c34d7763c2994?>

[AccessKeyId=09BD7E545FBC016214B7&disposition=0&alloworigin=1](#))

1. Jay presented explanations for the twelve budget line items of Advertising, Lawn Mowing, Landscaping, PO Box Rental, Postage, Water, LG&E, Website Hosting, Legal, Miscellaneous, Holiday Decor and Special Liability Insurance. Costs associated with each line item were reviewed along with the reasoning and benchmarking used to determine the amount budgeted.
2. It was outlined that part of the new FOKA baseline budgeting, budgeting was established that did not rely on free or discounted services that had at times been supplemented by members per their good will. Budgeting was set to ensure that the maintenance, upkeep and custodial duties of the Common Areas was maintained in a continuous fashion by appropriate contractors and service providers.
3. The total proposed annual budget was established for the amount of \$14,186.
4. Member questioned what was involved in the budget item for Lawn Mowing to necessitate a \$500 a month budget.
 - a) Budget item includes mowing, trimming, weeding, blow down as well as regular weed/feed spraying.
 - b) Budgeting of lawn care is set to cover periods of heavy growth that necessitates 5-6 visits per month.
5. Member asked about how budget overages and shortages would be handled.
 - a) Overages will be held in the FOKA account for future needs.
 - b) Shortages will result in the limiting of other budget line items, such as the Miscellaneous line item, to make up for any unforeseen expenses.
 - c) Per Jay, information regarding FOKA expenses and budget progress will be shared regularly with members via the FOKA website per the Board's commitment to transparency.
6. Member vote held to adopt the FOKA Proposed Budget as the current operating budget of the FOKA resulted in 43 YEA votes, 1 NAY vote and 0 ABSTAIN votes

D. Jay Shunnarah presented the Agenda Item on the Annual Assessment to the assembled members.

1. The proposed Annual Assessment of \$45 per household was suggested based on the approved budget of \$14,186, an expected compliance rate of at least 80% of the owners and the current FOKA bank balance of roughly \$5,800.
2. It was pointed out that the proposed Annual Assessment was substantially lower than like HOA's in the general vicinity of the Kentucky Acres neighborhood. A majority of local HOA's Annual Assessments are upwards of \$100 a year.
3. Member asked if Annual Assessment should not be higher to provide more cushion for unforeseen expenses and need to renovate the front entrance.
 - a) Jay agreed that he felt it would be better to set the assessment at \$50 but had been out voted by the rest of the Board who wanted to keep assessment as low as possible to encourage compliance by the membership and to keep true to Board members commitments to thrifty management of member's monies.
 - b) It was pointed out that large projects like the front entrance renovation would require special planning, additional member input and a separate member meeting to vote on a final product and special assessment to cover expenses of the plan chosen by the membership.
 - c) Members were reminded that the budget and assessment may be re-evaluated and amended per member vote at the Annual Meeting in November when those matters are usually assessed and reviewed.
4. Member asked what would happen to those owners who did not pay the Annual Assessment. It was pointed out that the FOKA has the authority to place a lien on any

residence that had not paid it's Annual Assessment. Liens on property prevent the selling or transfer of said property until such time as the lien is resolved. Of course it is hoped that members will be compliant with their Annual Assessment which helps maintain the neighborhood in a manner that helps build value for all homeowners in our neighborhood.

5. Member asked if developers would be charged an Annual Assessment. Board will have to check bylaws and legality/authority of charging developers HOA assessments.
6. Member asked how they would be notified of the Annual Assessment.
 - a) Signage will be posted at the neighborhood entrance alerting members of Annual Assessment due dates and mailing address.
 - b) Information regarding the Annual Assessment will be posted for review on the FOKA website www.friendsofkyacres.com along with other important information.
 - c) A bill will be sent out to owners by June 1st, 2017 with information regarding the payment of Annual Assessments which should be mailed within 30 days to the FOKA mailing address of P.O. Box 673, Crestwood, KY 40014.
7. Member pointed out that newly approved bylaws note that Annual Assessment should be approved by the general membership and mailed out by Jan. 1st.
 - a) No 2017 Assessment bills have been sent out as no budget or assessment vote was held at the Nov. 2016 Annual Members Meeting. It was pointed out that an entire new Board was elected at that November meeting and has had to research and put together new bylaws and a budget since that time for a wholly new HOA that includes all sections of the subdivision and not just section 1 as was the previous case. Hence the Agenda items covered at today's meeting to bring our association up to speed for the new year and new HOA.
 - b) Following the adoption of a budget and assessment by the membership at today's meeting, 2017 billings will be mailed by June 1st, 2017 and will allow members 30 days to submit their payment to the FOKA.
 - c) All payments made for 2017 by previous (section 1) members to the FOKA based on the previous assessment schedule had been returned to those members in lieu of the outcome of today's meeting and the updated assessment as determined by member vote.
 - d) Jay Shunnarah recommended adjusting the assessment billing period from a calendar year basis to a fiscal year basis of July 1 – June 30 to make it easier for future boards to have sufficient time to prepare budgets following Board elections at the November Annual Meeting. NOTE: Board members serve 2 year terms so elections are held at every other year's Annual Meeting. The matter was tabled for time purposes with the agreement to readdress the matter at a Board Meeting and possibly proposed as an amendment to be voted on by the membership at the Annual Meeting in November.
 - e) Board Members reminded the members assembled that this was a new HOA with a newly elected Board and it was hoped that the membership would demonstrate patience as the newly elected Board worked to build FOKA into a HOA that would be efficient and effective in it's service to our neighborhood.
8. Member vote held to adopt the FOKA Proposed Annual Assessment of \$45 for owners/members resulted in 43 YEA votes, 1 NAY vote and 0 ABSTAIN votes

E. Ted Kaiser presented the Agenda Item on the Front Entrance Renovation needs.

1. Front entrance structure is badly deteriorating after 30+ years of exposure to the elements and Ted encouraged members to stop and examine the entrance condition close up to see for themselves how acting on renovating the front entrance is becoming a

- timely matter the FOKA must address soon.
2. Signage has been stolen from the front entrance which leaves only one remaining KY Acres metal sign on the Western side of the main entrance.
 3. Ted has been speaking with Masons and other professionals to acquire multiple options to revitalizing, repairing and renovating our front entrance and will be posting some of these findings soon on the FOKA website.
 4. Member were encouraged to provide feedback and insight to the information he will post on the website as this will be instrumental in the Board putting together proposals for the members to vote on at upcoming meetings.
 5. Plans are underway to add signage to the front entrance of a more permanent nature that provides members with the FOKA website address for their ongoing info and input.

MEETING WAS ADJOURNED.