

DRAFT
KENTWOOD HOME GUARDIANS
MINUTES OF THE BOARD MEETING
FIRE STATION #5 COMMUNITY ROOM – 8900 S. EMERSON AVE.
TUESDAY, December 16th, 2014

PRESENT: Maria Warner, President; Michael Oliver, 1st VP; Tracy Thrower Conyers, Outreach Committee Chair; Mary Putnam, Treasurer; Kristine Wilson, Secretary; Suzann Rogers, Operations Manager.

CALL TO ORDER: Maria Warner called the meeting to order at 7:10 pm.

SECRETARY'S REPORT: Motion made to approve October Meeting Minutes as submitted. All present approved with changes.

TREASURER'S REPORT: Mary Putnam presented the 2015 KHG Budget developed by the KHG Finance Committee (ATTACHED). Finance Committee members Mary Putnam and Bruce Warner reviewed five years' prior actuals and worked with Suzann Rogers (KHG Operations Manager) to develop and document planned fiscal year 2015 revenue and expense. The KHG Board reviewed the 2015 Budget line by line, comparing planned revenue and expense with fiscal year 2014 Actuals and discussing the explanatory notes. A motion made to approve the 2015 budget was approved with a majority vote.

In striving to improve KHG's compliance with Davis-Stirling requirements, the KHG Board will review the fiscal year 2016 budget in March, 2015. It should be approved for distribution to the membership before the beginning of fiscal year 2016 (June 1, 2015).

Ms. Putnam explained that another Davis-Stirling requirement which KHG must fulfill is a Reserve Study and a Reserve Funding Plan. These documents analyze expenses for the common areas which KHG is responsible to maintain and describe a funding plan. Drafts of these documents have been done, but may need to be reviewed by the KHG counsel. Ms. Putnam made motion to approve up to 2 hours of attorney time for a targeted legal review of these documents. All approved the motion. Notices regarding the Reserve Study and Funding Plan should be distributed to the membership before June 1, 2015.

OUTREACH COMMITTEE:

No Report.

WAYS & MEANS:

No report.

ARCHITECTURAL COMMITTEE:

No report.

OPERATION MANAGER'S REPORT:

613 open assessments left. A copy of the KHG Annual Assessment Letter was provided which will be sent with delinquency letter.

OLD BUSINESS:

Ms. Warner made motion to require at least 2 board members to approve or disapprove architectural plans per Davis-Stirling basing decisions on the valued input from the architectural committee. There are 6 tracts that have amended DPRs. The motion was approved with a majority vote.

The Election process for upcoming open board positions will start in February.

OPEN FORUM:

No report.

AJOURNED: Meeting was adjourned at 8:35pm.