

Kinloch Property Owners Association, Inc.
c/o Community Group

BOD Meeting Minutes

December 12, 2018

Location/Time: Community Group Offices - 4:30pm

Board Attendance: Bill Derusha-President, Ken Newell-Vice President; D.B. Smit-Secretary/Treasurer, Gabe Crouch, Community Manager with Community Group

Absent: ; Gary Clower-Member at Large,

Minutes: Gabe Crouch

Homeowners in attendance: None

1. **Call to Order – Bill Derusha called the meeting to order at 4:30 pm.**
2. **Review Minutes of BOD meeting (9-12-18) – Motion to approve minutes by Ken, 2nd by D.B, all approved minutes to be uploaded to website.**
3. **Financial Review:**

Surplus monies after each fiscal year shall be put into the money market. Manager cannot move out of Money Market without BOD approval. At the February meeting, the BOD will advise manager on moving the surplus. \$200.00 reimbursement in 2019 for irrigating the common area was approved by the BOD for Willox and Derusha.
4. **Project Review:**

VDOT road situation: Gary and Bill spoke with VDOT about cracks and poor road conditions. According to VDOT, Kinloch is on the list but not very high up on the list.
Tree issue Wellfield Bel-Arbor in the process of selling the lot. Trees will be removed once building of home starts.
Usage of lake water still being discussed with Club.
Tree problem on Millstead Lane Section 6 sub-association's issue and not yet resolved.
Hockett Road is a 20 year plan still being developed by VDOT and are working on a plan to minimize future traffic issues getting onto 288.
Up-lighting display by Miller lighting will be reviewed.
Gary having landscape companies provide a plan for landscaping the common area on Longpond Road. Plans are to attempt to keep having a consistent all year long.
February meeting will contain timelines and projected finish dates.
5. **Actions**
 - a. Minute will be sent from manager to Grace update the website after minutes have been approved Kinloch section 10 Villas landscaping screening options to be discussed with Boone Homes and Goochland County. Sent on 12/13/18
 - b. Put meetings onto Community Group calendar scheduler for 2019. Done on 12/14/18
 - c. Options for landscaping on Long Pond Rd. that does not require irrigation to be explored and proposal with pricing to be circulated to the Board. BOD handling

- d. Longpond/Tuckahoe Creek entrance believed to have been damaged by VDOT snow plow contractor. No proof of this and would be difficult to get VDOT to repair. Manager to have Landscape company provide an estimate to repair once the weather conditions allow. Sent Email to Roy on 12/17/18 to inspect and provide quote.
- e. Manager to get with landscaper to have leaves picked up as soon as the weather permits. Email sent to Roy on 12/17/18, contractor trying to accomplish prior to the end of the month.
- f. Send insurance policies to the BOD. Sent on 12/19/18

6. Executive Session:

Bill made a motion to go into executive session at 4:56 pm to discuss contracts. The motion was seconded by Ken and was passed unanimously.

Bill made a motion to return to open session the meeting at 5:05 pm, D.B. seconded the motion, which passed unanimously. No action required.

7. Next Meeting – Next meeting is Wednesday 2/13/19, 4:30 pm.

8. 2019 meetings: 2/13/19, 5/23/19, 9/11/19 budget meeting, 10/29/19 annual meeting, 12/18/19 if needed.

9. Meeting adjourned 5:06 pm.

Respectfully submitted,

Gabe Crouch
Recording Secretary