

**Kingstream Community Council
Minutes of the May 21, 2015 Meeting**

Attendance	
Board Members	Present
Tim Fouche, President	Yes
Frank Shaffer, Vice President	Yes
Tyrone Yee, Secretary	Yes
Morna Ikeda, Co-Treasurer	Yes
Kate Keifer, Activities Committee	Yes
Jeff Albanus, ARC Committee	Yes
Tony DeMattia, Landscaping Committee	Yes
Steve Fast, Pool Committee	Yes
Paul Williams, Co-Treasurer and Welcoming Committee	Yes
Lisa Cornaire, Management	Yes

A. Call to Order

The meeting was called to order at 7:01 p.m.

B. Approval of Agenda

A motion to approve the agenda was made, seconded and all members approved.

C. Homeowners Open Forum

No homeowners were present.

D. Review and Approval of the Minutes of the Previous Monthly Meeting

- April 2015 Annual Meeting Minutes. The following edits were requested:
 - o Update year to show 2015.
 - o Update D.4. ‘be a good witness’ – include examples of being a good witness to better inform Homeowners that were not present at the meeting.
 - o Update E.6. Discuss changes proposed by Kate. Vote: 4 for original, 2 against, 3 abstain.
 - o Update E.1. Options for ‘No Go-Peds’ signs: take them down; replace signs with community rule signs as seen on the basketball court and tot-lots. Defer replacement until all sign locations are identified (KCC vs Fairfax County), price out cost of purchase and replacement.
- A motion was made to approve Annual Meeting minutes, and all voted to approve with abstention by those Board members not at the Annual.

E. Nomination of Officers

Rank by Tenure – Tyrone, Frank, Jeff, Tim, Morna, Tony, Kate, Paul, and Steve

A motion was made to place each Board member at each of the following Officer positions. Votes were cast and voting was unanimous for each position.

President – Tim

Vice President – Frank

Secretary – Tyrone

Treasurer – Morna and Paul will be co-Treasurers

F. Committee Chair Positions

A motion was made to place each Board member at each of the following positions. Votes were cast and voting was unanimous for each position.

Landscape – Tony

Activities Committee – Kate

Pool Committee – Steve

Communications – Kate

ARC Committee – Jeff

Welcoming Committee – Paul

G. Old Business

1. Plan for BBQ on Saturday, May 23.

The swim team will allow KCC to use any of their supplies. Hot dogs, buns, drinks, and condiments have been purchased. These will be the only consumables provided by KCC. It has been advertised that the community bring sides and desserts.

2. Adult only pool party – Friday, July 3rd.

Kate proposed the following structure: from 7pm – 10pm (lifeguards needed for extra one hour, \$50-\$90), Kate will call around and email the Board food catering options, BYOB (cans not bottles), \$10/person, \$600 from Board, DJ \$300-\$400. Motion to approve party pending email of budget information; vote by email.

H. New Business

1. Pool opening prep: lifeguard chair.

Lisa and Rob reviewed the current lifeguard chair, and Lisa reports that it works despite observing rust. Rob Dean will sand and spray paint. The other items on the NV Pools's punch-list (as discussed in prior meeting) were approved so that the pool would be ready for opening day.

2. PayPal

For some homeowners who pay by PayPal, the extra fee isn't paid, and then we have to chase it down (email notification, paper letter). Tim will look into other/extra options to see if 3% can be automatically calculated. As easements are a different amount than the rest of the community, an automated function would be the least confusing.

I. Management Report

1. Homeowner dues collection.

~40 people have not paid yet. On or about June 1, Lisa will send the certified mailings for overdue notices.

2. Pool Operating Status.

The new Pool Manager: Ryan. Assistant Manager is the only person from last year working this year. // Lisa reviewed rules and check-in at the front desk with the pool staff. // Incident reports go to NV, but Lisa reminded guards that KCC needs to be copied on those as well. // One of the large umbrellas (we have two) – two arms are broken. Lisa will track down original vendor. She will see if NV can order parts to repair. // A crack on the slide was observed (stress crack near bolt on side).

It has been sealed. // 'Slick' race line issue: Lisa has posted a sign at the front desk. It details racing lines are slippery and no rough play at the basketball hoop. // Lisa inspected the hot water heater. It is residential. There is a little rust but otherwise seems in good working condition. NV told her that should it need replacement, they can replace quickly and easily.

3. Swim team donation.

The check to the swim team was sent May 1.

4. Landscaping.

As discussed in the March Meeting, the Eddyspark Tot Lot vines will be trimmed back. // Sugarland Valley trail remains cleared out. // BBQ area has been sprayed for weeds. // A tree on the trail going towards/near the Eddyspark Tot Lot has fallen from the common area onto a homeowner's property. Lisa was able to have this huge tree removed for \$185.

5. 2014 audit has begun.

6. Next Reserve Study.

Lisa will begin soliciting quotes next week.

7. Home inspections

These will begin next week. Pipe stems will be noted and letters sent per the new guidelines.

J. Treasurer Report

Morna will send the 2013 audit for review by email. Two items to note: 1) She reported an extra \$5 account at PNC. It is likely late interest from one of our previous CDs that did not get rolled over to the Money Market account. 2) Fraudulent reporting was initially reported as being randomly checked with Board members. She had this amended as this was not checked in 2013. Likely a typo in the form.

K. Committee Reports

1. ARC. They have received lots of applications. There are three additional people on the committee (four total), and Jeff is good with the numbers.
2. Activities/Social. The hosting of a yard sale will be deferred until September as we did in 2014.
3. Landscape. No new reports. See Management Report above.
4. Communication. Kate noted that some emails to the Board through the website are not going through to our individual addresses. Tim will update email addresses and send test emails.
5. Welcoming. Kate will follow-up with Paul to transition those duties. She reported nine new homeowners from May 2014 to March 2015.
6. Pool. No new reports. See Management Report above.

L. Closed Session

Moved to Closed Session 8:08. Motion made to move out of Closed Session at 8:18 p.m.

M. Adjourn

A motion was made, seconded and approved to adjourn the meeting at 8:19 p.m. The next meeting will be at 7:00 PM on Thursday, June 18, 2015 at the Herndon United Methodist Church, 700 Bennett Street.

Submitted by Morna Ikeda, co-Treasurer