

**Kingstream Community Council  
Minutes of the October 15, 2015 Meeting**

<b>Attendance</b>	
<b>Board Members</b>	<b>Present</b>
Tim Fouche, President	Yes
Frank Shaffer, Vice President	Yes
Tyrone Yee, Secretary	Yes
Morna Ikeda, Co-Treasurer	No
Kate Keifer, Activities Committee	Yes
Jeff Albanus, ARC Committee	No
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 7:00 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**

A motion was made to approve the September 17 Meeting minutes, and all voted to approve.

**E. Old Business**

1. 2015 Financial Review

The Board reviewed the September year to date income statement versus the 2015 full year budget. The Board forecasts a full year 2015 loss of about \$3,000, an improvement of \$8,000 versus the budget. The primary variances were higher legal fee reimbursements (\$3,000), lower pool repair and maintenance expenses (\$3,000) and lower playground expenses (\$2,000).

2. Draft 2016 Budget

The Board reviewed a draft of the 2016 budget developed by Morna, Lisa and Paul. The draft indicated a full year 2016 loss of about \$13,700. The board agreed that this loss was too large, and proceeded to review all line items in the draft budget to trim expenses. The budget revisions agreed by the Board are summarized below.

	Draft	Revision	Savings
Landscape Improvement	\$5,000	\$3,000	\$2,000
Community Activities	\$2,100	\$1,600	\$500
Swim Team Donation	\$2,500	\$2,000	\$500

Attorney Fees	\$10,000	\$8,000	\$2,000
Total			\$5,000

These budget revisions result in a full year loss of about \$8,700 for the community.

### 3. Pool House Vandalism

The Board reviewed the status of the work to repair vandalism to the pool house. New security video cameras have been installed for approximately \$1,350. New exterior light fixtures have been purchased for \$130 and need to be installed. All other repairs have been completed. The total expenses resulting from the vandalism are approximately \$2,800.

A court date for the two individuals who confessed to the vandalism is scheduled for October 29. Lisa has been summoned to appear at the hearing, and will request financial compensation for the total expenses resulting from the vandalism.

### 4. Pool House Interior Painting

Painting of the interior walls and ceiling of the pool house have been completed. Quotes to install acrylic wall shields to protect the walls were reviewed by the Board. At about \$450 for each 4 feet by 8 feet sheet, the Board agreed the cost was too expensive and agreed not to install acrylic wall shields. However, the Board agreed to install corner wall guards.

### 5. Reserve Study

Lisa reported that Reserve Advisors commenced the reserve study on October 6. Lisa and several Board members meet with the Reserve Advisors analyst and physically reviewed all of the community assets, and discussed the preventative maintenance program for the assets.

## **F. New Business**

### 1. Pool Rules

The pool rules have not been reviewed in a number of years. The Board asked Steve to update and draft pool rules for review. The Board also asked Steve to utilize the electronic pool pass entry system to analyze pool usage during the past three years, especially the usage during the first hour of pool opening. The pool contract with NV Pools is up for renewal in 2017, and any changes to pool hours will need to be determined before a new contract is negotiated.

## **G. Management Report**

Lisa obtained a quote from Reston Tree to remove 3 dead trees along the path behind the pool house. A motion was made to approve the \$500 quote, and all members approved.

## **H. Treasurer Report**

No new report.

## **I. Committee Reports**

1. ARC. No new report.

2. Activities/Social. Halloween yard decoration contest notice was sent.

3. Landscape. No new report.

4. Communication. No new report.
5. Welcoming. Six new homeowners were visited during the month.
6. Pool. Pool furniture has been moved inside the pool house for winter.

**J. Closed Session**

*Moved to Closed Session at 8:35 to discuss the matter of dues for a former Board President.*

*Motion made to move out of Closed Session 8:40.*

**K. Adjourn**

A motion was made, seconded and approved to adjourn the meeting at 8:42 p.m. The next meeting will be at 7:00 PM on Thursday, November 19, 2015 at the Herndon United Methodist Church, 700 Bennett Street.

Submitted by Tyrone Yee, Secretary