

**Kingstream Community Council
Minutes of the March 16, 2017 Meeting**

Public Version

Attendance	
Board Members	Present
Frank Shaffer, President	Yes
Tyrone Yee, Vice President	Yes
Tony DeMattia, Secretary	Yes
Morna Ikeda, Co-Treasurer	No
Mike Wei, Architecture Committee	Yes
Scott Graff, Co-Treasurer	Yes
Steve Fast, Pool Committee	No
Kate Keifer, Activities & Communications Committee	Yes
Other Attendees	
Lisa Cornaire, Management	Yes
Ken Neuman, Homeowner	Yes

A. Call to Order

The meeting was called to order at 7:02p.m.

B. Approval of Agenda

A motion to approve agenda as outlined was made, seconded and all members in attendance approved.

C. Homeowners Open Forum

None

D. Review and Approval of the Minute

The meeting minutes from February were approved with a vote of 6-0.

E. Old Business

- a. A detailed review of the April 2017 Kingstream Community Annual meeting agenda and slide presentation was accomplished.

F. New Business

- a. Investment Policy Statement – developed by Tyrone Yee. The following areas were covered and approved with a 6-0 vote.
 - i. Purpose of Investment Policy
 - ii. Goals & Objectives
 - iii. Investment Strategy – Liquid portion
 - iv. Investment Strategy – non-Liquid portion
 - v. Ladder Strategy
 - vi. New Funds
 - vii. Security Classes

- viii. Review & Control
- b. Reserve Savings Investment Risk Assessment – Tyrone Yee walked the board through a review of Bank/Standard savings account; Money Market Mutual Funds; Certificate of deposit and Treasury bonds.
- c. SunDeck Quote – \$2,575 quote to recoat entire pool house floor (bathrooms and guard area) approved with 6-0 vote.
- d. NV Pool Spring Punch list – The board reviewed the list of actions NV Pools recommended and decided to eliminate two actions: \$325 for storage of Pool Cover (will be stored in pool house) and Lisa C negotiated the elimination of \$209.88 for 50 lb drum of granular chlorine. Vote approved 6-0.

G. Management Report

- a. Pool the two large umbrellas need to be replaced. Lisa C will research options for replacement (estimated cost \$200-\$500)
- b. Broken chairs need to be fixed – Frank S / Tony D to make repairs before pool opens.
- c. Pool Shed – Handyman will be required to install T111 material around base of shed. The board approved a \$30/hour fee – vote 6-0.
- d. There are 4 openings on the board for this year’s annual vote. The person with the 4th largest vote total will assume Paul Williams position on the board with only 1 year remaining eligibility.

H. Treasurer Report

- a. Reserve Account Consolidation – accounts consolidated as of Monday 3/13/17. Tyrone Yee was given approval to setup new account with Charles Schwab. Board vote 6-0 approving.

I. Committee Reports

- 1. Architecture – All applications are current and all houses for sale have been inspected.
- 2. Activities/Social – Memorial Day Barbeque budget approved with 6-0 vote.
- 3. Landscape – Lisa C to obtain quotes for fixing Kingstream trails.
- 4. Communication – send Kate K any news you want in the newsletter this month.
- 5. Welcoming. No report.
- 6. Pool. No report.

J. Adjourn

A motion was made, seconded and approved to adjourn the meeting at 8:38 p.m. The next meeting will be at 7:00 PM on Thursday, April 20, 2017 at the Herndon United Methodist Church gym, 700 Bennett Street.

Submitted by Tony DeMattia Secretary