

**Kingstream Community Council  
Minutes of the October 20, 2016 Meeting**

**Public Version**

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

**A. Call to Order**

The meeting was called to order at 7:00p.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 Minutes of the Previous Monthly Meeting**

Section G – remove reference to white coat. Paul Williams was in attendance at September meeting. Monthly meeting minutes were approved 8-0 with these two changes.

**E. Old Business**

1. Keith D. Seekford (Independent Insurance Agent) went over in detail the HOA insurance coverages:

Property Casualty Insurance. Property Insurance provides earthquake coverage for all stand alone structures but does not cover in-ground structures such as the pool itself.

Crime Coverage (Fidelity) state of Virginia insurance requires coverage for 100% of reserve fund and 25% of annual dues income. Proposed vote by HOA board to increase coverage to ensure compliance with state statues was passed 8-0. Lisa C will work with insurance agent using latest reserve study numbers to revise our coverages.

General Liability – coverage for slips, falls, swimming pool, tree falls, play ground injury are all included in coverage. Note: Attorney Defense fees are outside of coverage limits.

Alcohol – host liquor liability for events where HOA does not charge a fee – the association has coverage. Full liquor liability when charging a fee for liquor – HOA does not have coverage.

Inflatable’s – not covered under insurance policy.

Flood Insurance – no coverage.

Workers Comp – no coverage due to no employees.

2. New Pool Shed: 8’ x 8’ shed size selected with placement no closer than 4’ from pool house. Lisa C to obtain updated shed quotes – vote tabled for November meeting.

3. Tree Removal Proposals:

Reston Tree and Precision Tree quotes reviewed for tree trimming around pool house. Vote 8-0 to use Reston Tree to do all work, in the amount of \$5,000.

#### **F. New Business**

1. 2017 Draft Budget of swim team request; Pool Mgmt contract and Property Mgmt contract all tabled for discussion at November meeting

2. Landscape 3 yr contract approved with a 7-0-1 vote (Tyrone Yee abstaining).

#### **G. Management Report**

High School sound issue: Lisa C provided update and will coordinate w/homeowner and Fairfax County to resolve this issue together.

#### **H. Treasurer Report**

1. Co-Treasurer Paul Williams stepping down as Co-Treasurer. Board voted 8-0 to replace Paul William with Scott Graf as new Co-Treasurer.

2. Funds needed for 1<sup>st</sup> Q 2017 \$31,000 to manage bills.

3. Reserves \$2,865 to be transferred to operating account for Asphalt work with Board approved vote 8-0.

4. New Reserve Bank Account: Morna to contact several banks to determine fees & interest on CD’s to invest/rollover reserve funds.

5. 2015 Audit has been completed, reviewed and approved by the Board.

6. Bank Signers Change – on hold pending decision of #4 above.

#### **I. Committee Reports**

1. Architecture – all approvals done within 30 days. Shutter Colors – ARC rules to be updated with new recommended color palettes. ARC form will be changed adding check box to form indicating cannot proceed with work on home until ARC approval. ARC committee will be using new ARC tracking software soon. Ken Neuman appointed to ARC committee vote 8-0.

2. Activities/Social.

Kate K looking for neighborhood Caroling organizer.

3. Landscape. No new report.

4. Communication. Halloween, picking up after dog waste and budget agenda discussion notes being sent in next community newsletter.

5. Welcoming. No new report.

6. Pool. Pool closed no new report.

**J. Closed Session**

*Moved to Closed Session 9:35.  
No delinquent accounts to review*

**M. Adjourn**

A motion was made, seconded and approved to adjourn the meeting at 9:37 p.m. The next meeting will be at 7:00 PM on Thursday, November 17, 2016 at the Herndon United Methodist Church, 700 Bennett Street.

Submitted by Tony DeMattia Secretary