**Kingsgate Highlands Division 3 and 4 Homeowner Association**

**Board Meeting Minutes - July 8, 2020**

1. Call to order (Mike) - 7:32 (Mike, Darcey, Derek, Mario, Alex, Chris D, Chris A, and Amador)

* Guests: Aaron Herold, Amy Alberts, Brian Knoblich, Charles,Cushla McKenzie, Don Hough, Kate (no last name provided), Luis (no last name provided), Matt Larson, Michele Dwyer, Mike Nelson, Pat (no last name provided), Robert Frank, Sarah Poulin, Sarah Zarelli, Shirley Tudhope, Thomas Cox

2. Guest Presentations/Questions:

* None

3. Approve Minutes: Approved May minutes (8-0 virtually)

4. Financial

A. Financials

* Cash on Hand: $122,007.95
* Reserves: $101,165.62
* Approved financials: Approved (8-0 virtually)
* Starting to bring in pool revenue.
* Presented revenues and expenses unique to this time period.

B. Audit Update

* 2018 & 2019 Audits - No update.
* IRS Returns and Filings - No update.

5. Committees

A. Pool Committee (Derek)

* Pool has been opened within the state guidelines. We are evaluating weekly and making adjustments as we go. This is uncharted territory and we are doing the best we can under the circumstances. Please make sure that if there are concerns to address this to the board - not the lifeguards.
* There have been many unanticipated costs this year. We are planning on meeting at the end of the summer with our vendor to specify exactly what needs to be done in the off-season to hopefully be more preventative then reactionary.
* Meeting with the health department on Thursday for our inspection.
* Motion to provide Ashley a bonus to reflect the additional hours required in the amount of $1,600 Mike Chris D - (Approved 8-0)

B. Park Committee (Chiis Adams)

* + Have paint to paint the gate, looking for volunteers.

C. Covenant Enforcement (Mike Padgett)

* Looked around the neighborhood recently.

D. Architectural Control (Alex)

* Very slow at this time only a few paint projects.

E. Recreation

* Still looking for a new recreation chair.

F. Welcoming

* No update

6. Old Business

* None

7. New Business

* Professional management update
  + A committee started investigating the services of a management company
  + Explained our process that we are going through
* Pool Rules
  + Met as a committee to update the pool rules
  + Explained the process of who is a member allowing for pool access
  + Discussed homeowner question regarding “active association employees of the HOA in good standing” will clarify the language - ***motion to amend employes in good standing Darcey, second by Chris D (Approved 8-0)***
  + Discussed homeowner question regarding grandchildren being guests of the pool and needing to be present since the grandchildren are guests - ***motion to strike the portion requiring grandparents to attend with their grandchildren (Approved 8-0)***
  + Discussed requirements regarding individual swim lessons due to liability and using the pool for commercial gain
  + ***Motion to approve the Pool Rules with edits described above by Derek to vote, second by Mike (Approved 8-0)***
* Homeowner question regarding wind sailing trees
  + We will look into this in September after the pool season
* Chickens
  + We had another family requirest chickens

8. Community Input

* Brian Knoblich - question regarding boats, discussed that the motion was tabled
* Kate Trembley - dogs in the park, we will come up with a process

9. Executive Session (conducted on 7/7/2020 from 8:00-9:35)

* Discussed our response based upon the letter crafted by our legal counsel
  + We will be working to further clarify the definition of single-family occupancy
  + Motion by Mike to vote on response as written, second by Scott (Approved 9-0)
* Pool Rules
  + Discussed the updates to the guest policy.
  + Discussed private lessons being run in the pool outside of our organized lessons. Will continue to evaluate and adjust as necessary.
  + Discussed the homeowner/renter rights and the process to retain or pass on those pool rights.
  + Will vote tomorrow at the board meeting

8:50 Adjourn

Next Meeting: Wednesday, August 12 from 7:30-9:00 @ Online