

KEY VISTA VILLAS HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
SEPTEMBER 24, 2012 – 7:00 P.M.

Call to Order- The meeting was called to order by Frank Flesch at 7:04 P.M.

Certifying Posting of Notice- The notice for this meeting was posted in due time on Saturday, September 22, 2012 at 11:00 A.M.

Roll Call- Present were Frank Flesch, Jim Rice, Ken Nadler and Carmen Andino

Appointment of Board of Directors Members to Fill Vacancies- On a Motion by Frank to appoint Ed Nessler as a Board Member and second by Jim the BOD approves by a unanimous vote to appoint Ed as a Board Member.

On a Motion by Frank to appoint Karan McCaughey as a Board Member and second by Ken the BOD approves by a unanimous vote to appoint Karan as a Board Member.

On a Motion by Frank to appoint Collin Cagle as a Board Member and second by Jim the BOD approves by a unanimous vote to appoint Collin as a Board Member.

Approval of Minutes of Previous Meetings (July 2, 2012, July 23, 2012 & August 30, 2012)

On a Motion by Frank and second by Jim the Minutes of July 2, 2012 Board meeting were approved by a unanimous vote.

On a Motion by Frank and second by Carmen the Minutes of July 23, 2012 Board meeting were approved by a unanimous vote.

On a Motion by Frank and second by Jim the Minutes of August 30, 2012 Board meeting were approved by a unanimous vote.

Officer Reports- Treasurer's report- Ken read the Treasurer's report for August. The results are as follows: Ending Balance on the Operating Account as of August 31, 2012 was \$23,275.05. Ending Balance in the Reserve Account was \$232,937.12. The Ending balance in Delinquent Owner fees is \$43,927.55, of which \$39,800+ is 90 days past due, represented by 7 units. The operating expense for the month is \$22,928, over budget by \$6,000 in unbudgeted lawn treatments and the Insurance evaluation. Year to date our operating expense are \$129,980 and over budget year to date \$629.00. Frank made a motion to approve the Treasurer's report as read. Ed seconds the Motion and the BOD approves by unanimous vote to accept the report as read.

Committee Reports- Design Review Board (DRB) - Kenneth Bradley reported that the DRB had a meeting on September 20, 2012 at 2:00 P.M. and elected the following officers: President- Carolyn DeMonte, Vice President- Mimi Meyers and Secretary- Kenneth Bradley. One application was approved for window film throughout the home at 2949 Plantain Dr. One complaint was received about a homeowner installing a well, approved by the DRB, but without a water softener or conditioner. The result is stains on the side of the house. The DRB will speak to the owner to follow through. The next meeting is scheduled on October 18, 2012 at 2:00 P.M.

KEY VISTA VILLAS HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
SEPTEMBER 24, 2012 – 7:00 P.M.

Committee Organization and Responsibilities- The Proposed Committee Organization and Responsibilities was discussed. No BOD member shall serve as Committee Member. The liaisons between the BOD and Committee are as follows:

- Clubhouse, Welcome & Social BOD Liaison: Carmen
- Communications- BOD Liaison: Ken
- Grounds & Gates- BOD Liaison: Collin
- Finance, Budget & Insurance- BOD Liaison: Frank
- Pool- BOD Liaison: Jim

Ken made a Motion to approve the Committee Organization & Responsibilities. Jim seconds the Motion and all were in favor.

Clubhouse Air Conditioning- Best Services came and serviced the units, checked on their condition and submitted a quote on an annual service contract. One blower wheel needs to be replaced. The compressors have roughly 2-3 yrs left, the price to replace the units are \$5,500 per unit with a 10-year warranty. The price to have the units serviced annually would be \$300.00 per year. This consists of two service visit per year and changing the filters four times per year with the Association providing the filters. Frank made a Motion to accept the Service contract at \$300.00 per year. Jim seconds the Motion to accept the Annual Service contract and all were in favor to accept the Service contract.

Meeting Open to Residents- Owner would like more handicap parking spots at the Clubhouse. The BOD will look into it. Owner asked how much the operating expenses were over budget. Ken clarified the amounts- over budget for the month of August is \$6,000 and for the year \$629.00. Discussion on the thermostat in the clubhouse- the last person in the Clubhouse is responsible to re-set the thermostat. Homeowner asked for the complaint forms to be placed pool side. Discussion on e-mail sent about certain homes being skipped if the lawn was in stress do to lack of water.

Adjournment

There being no further business, on a Motion by Frank and second by Jim, the Motion was carried unanimously and the meeting adjourned at 8:32 P.M.

Respectfully submitted,
Billie Laney, LCAM
Recording Secretary

Date Approved: Oct 29 2012

Approved by: [Signature]

Title: Secretary