

Kingsley Creek Homeowners Association, Inc.

HOA Board Meeting

Date: January 17, 2024

Time: 2:30PM – 4:45 PM

1. Call to order – The meeting was called to order on 01/17/2024, at 2:35 pm by Jon Schroeder, President of the Kingsley Creek HOA.
2. Proof of Notice – Proof of notice of the meeting was posted on the community mailboxes more than 48 hours prior to the meeting start as required on 01/15/2024 at 1:35pm.
3. Establish a Quorum of BOD – A quorum of the board was present with Jon Schroeder (President), Eli Sioushansian (Vice President), and Kevin Martin (Treasurer / Secretary). Additionally, Terrance Burns from Evergreen and several homeowners were present on the Microsoft Teams Call – a quorum of the board was declared.

Old Business:

- a. **Terrance was asked for an update on the reserve study start date. No update was available, however he stated he would call to check and inform the board.**
- b. **Jon showed all in attendance the managers report, Terrance went line by line for each item and when asked about the walkthrough list from Taylor Morrison, Terrance stated he would reach out to obtain.**
- c. **Binders from Taylor Morrison were not turned over to the board, Terrance stated he would find the binder and thumb drives and deliver to the board members.**
- d. **The board discussed tree removal in common areas. The board asked the ground committee to make a presentation to the board by the next meeting.**

New Business:

- a. The board voted and approved for committees to obtain quotes for recommended projects. Committees are not allowed to enter in to contracts, but may obtain quotes without using Evergreen.
- b. Two owners spoke about flooding issues on their properties, the flooding seems to be from Lot 173 and Tract 22.
- c. The board reviewed the Tech Committee recommendations. The Board asked the committee to reach out to the community for donations for any items on the list prior to discussing purchases.
- d. **Kevin volunteered to work with the Financial Committee and attempt to save money with WiFi costs (Residential account vs Business account).**
- e. Jon recommended moving forward with new cameras (per Tech Committee recommendation) if savings are found with the WiFi changes.

- f. Pool lighting was discussed, the board asked the question of lighting requirements and if there was a requirement to restrict access to the pool during overnight hours. Currently no restrictions on Key Fobs.
  - g. The location for the annual meeting was changed to accommodate all homeowners. Jon motioned and the board voted and unanimously decided to move the location to the Peck Center in Fernandina Beach.
  - h. The board asked Terrance if there was a need for any additional meeting in February. Terrance stated our annual meeting meets requirements.
  - i. The board asked Terrance if any other individuals submitted applications to run for the board. Terrance stated the only individuals that submitted were the three current board members.
  - j. Jon spoke to establishing a schedule for the HOA. Jon volunteered to make examples to provide to the board.**
  - k. Jon motioned to use a formal agenda for the meetings. The board unanimously voted in favor.
  - l. Kevin asked Terrance for an update to the financial questions associated to HOA financial records, Terrance stated he would review with accounting.**
  - m. The board opened the forum to homeowners for discussion.
4. Adjournment - with nothing further to discuss the meeting was adjourned at 4:35PM.