

MINUTES

KENSINGTON PARK MASTER ASSOCIATION INC

Meeting of the Board of Directors

08/20/09

Wyndemere Country Club

Present:

Directors:

William Lutz
Lois Ricci
Lois Lewis (by SpeakerPhone)
Bud McMullin (by SpeakerPhone)
Denis O'Brien (by SpeakerPhone)
Peter Eschauzier
Glenn Wise (by SpeakerPhone)
Steffi Portman (by SpeakerPhone)

Owners:

Ron Hinding

Kensington Golf and Country Club:

Robert Crissman

Manager:

William Newell
Newell Property Management Corporation

The meeting was called to order at 3:00 pm by President Bill Lutz. He declared that a quorum of Directors was present.

There was a motion by Mr McMullin, seconded by Ms Ricci, to approve the minutes of June 18, 2009, July 16, 2009, and July 28, 2009. The motion passed unanimously.

Mr McMullin made a motion to ratify the action taken at the meeting of July 28, 2009, at which the decision to contract with Kent Security for security services at Kensington was approved, and additionally to authorize the initial deposit payment of \$5,518.16 to Kent Security. This motion was seconded by Ms Ricci, and passed unanimously.

Mr O'Brien made a motion to ratify the action taken at the meeting of July 28, 2009, to approve the re-planting project at the Kensington entrance. This motion was seconded by Ms Lewis, and passed unanimously.

ADMINISTRATOR'S REPORT (Bill Newell)

Mr Newell reviewed the following:

Mr Newell stated that management had reviewed the report prepared July 15, 2009, by the ARB, and letters were sent out to those owners whose roofs needed cleaning.

Paychex had been given notice of termination of their contract, effective September 30, 2009.

The statements sent out to delinquent owners on August 1, 2009, contained a message that KPMA would be charging late fees on overdue accounts, effective September 1, 2009.

Ms Ricci made a motion to accept the proposal by Brimmer's Custom Décor for the installation of Holiday decorations in the amount of \$5,875.00. This motion was seconded by Mr O'Brien, and passed unanimously.

Mr Newell also gave a brief financial report, based on the July 31, 2009 financial statements.

COMMITTEE REPORTS

ACCESS & PATROL (Bud McMullin and Lois Ricci)

Mr McMullin reported that the month of August had been relatively quiet in the security area. He gave the statistics, which were quite normal for the month.

Mr O'Brien asked if Kent Security guards would have any Kensington designation on their uniforms. It was decided that Kent would be consulted about this – perhaps a Kensington identifying badge might be considered.

Mr Lutz stated that he had signed the agreement with Kent Security, after review by the association law firm.

ARCHITECTURAL REVIEW BOARD (Steffi Portman)

Ms Portman mentioned that the letters had gone out for the roofs. Mr Eschazier stated that he had been approached by an owner who did not appreciate the tone of the letter. It had been approved in advance by the Architectural Review Board.

INFRASTRUCTURE (Joe Dyer)

Mr Lutz gave the Infrastructure Report on behalf of Mr Dyer. He stated that the discussion about the inappropriate plantings at the entrance to Kensington Gardens had been resolved, and that the cocoplum plants were indeed deemed to be acceptable in that location.

Mr Lutz also stated that KPMA was working with Corey McDonough to resolve the drainage issue near the recent bulkhead repairs.

Mr Hinding reported that there had been two leaks in the irrigation system at Nottingham Cove. He stated that perhaps Crawford Landscaping could be helpful in these situations, with the affected owners being charged directly for these repairs after the fact.

LANDSCAPE COMMITTEE (Denis O'Brien)

Mr O'Brien mentioned that he thought the next sod replacement project should be in three areas – 1) across from Yorktown along the stretch of sidewalk from the lift station to the northern boundary, 2) on the eastern boundary south from Eatonwood Lane to the southeast corner of the property, and 3) on Eatonwood Lane west of Kensington High Street up to the Guardhouse for the Gardens. The total cost of these projects was expected to be \$10,150.

He stated that the sod replacement project had gone well, as well as the recent improvements to the irrigation system.

There was a motion by Mr O'Brien, seconded by Mr Wise, to contract with Crawford Landscaping to complete this re-sodding project, at a cost of \$10,150.00. The motion passed unanimously.

Mr O'Brien stated that there had been many small problems with the irrigation system, and that further expenses were expected. He mentioned that Mr Flippen and Mr McDonough had been very helpful to his committee.

The condition of the front wall was discussed. Mr O'Brien said that the irrigation near this wall was now being delivered by the KPMA pump, which was higher in the lake. He felt that this might alleviate the situation with the rust staining. He said that a section of the wall has been cleaned and it was intended to keep this under observation for at least a month before incurring significant expense in re-painting the wall.

There was discussion about the ailing/dead palms in the front entrance. One was to be replaced. There was a motion by Mr O'Brien, seconded by Mr Lutz, and passed unanimously, to have the dead palm removed, and replaced with a new one.

Mr O'Brien said that he wanted clarification on the boundaries of Lancaster 1 vs. KPMA for the area to the left of the front entrance. Mr Newell stated that he would send Mr O'Brien a plat map of that area.

The recent repairs to the bulkhead were expensed from the Operating Fund. Mr Lutz stated that he felt that this expense should have been paid for by Reserves. Ms Ricci made a motion to reimburse the Operating Account from the Reserve Account for the amount of that project (\$92,970.00). The motion was seconded by Mr Eschazier, and passed unanimously.

There was brief discussion about banking, and whether the association should consider changing banks. Mr Newell said that he would investigate the terms of other banks, and report back.

There being no further business to discuss, a motion to adjourn was made by Mr McMullin. This motion was seconded by Mr Eschazier, and the meeting was adjourned at 4:25 pm.

Respectfully submitted by

William A Newell

William Newell
NEWELL PROPERTY MANAGEMENT