



Kimberly Woods HOA Board Meeting

Thursday, 11.14.2024

Attendees

Tabitha Fitzgerald, President
Devin Rajah, Vice President
Kim O'Drain, Tresurer
Lisa Hanson, Secretary
Anna Youngk, Member at large

Agenda

Treasurer Report

1. 83% Units are paid in full
2. 2% are on a payment plan

Reserve Study Status

1. Will need to schedule a separate "Reserve Study" meeting **to discuss and review.**

HOA Software

1. One company is on vacation. Tabitha to send link to Kim to schedule demo with the other company.
2. One of these company's does offer a way to keep track of stuff, like parking/registration.

Update of Rules and Regulations: **Vehicle Registration**

1. . David previously working on this, now that he is not a board member, Lisa will take a try on the first draft.
 - a. This is to know which unit belongs to which vehicle. Registration will not be used to go around a “police” parking. Just so when someone complains, we know who to go to about the vehicle being complained about.
 - b. There was a discussion about moving to sticker tags for each registered car. It is believed that these are less easily copied (versus the hanging tags). And they are about the same cost as the hanging tags.
 - i. There would be a “grace” period once this is implemented. And a reasonable consideration for visitors.

Architectural Committee

1. Devin is going to take this over.. Tabitha and Devin will get together to review the By Laws and put together an outline to develop process and procedures for the Architectural Committee to present to Board for discussion for implementation.
 - a. Devin wants to get this going before the volunteers lose interest.

Landscaping around the circle

1. Estimate was received from Graziano was in excess of \$30k for a 2 tiered retaining wall. There was an idea to remove the trees, since nothing will grow with them there. And do something more reasonably priced.

Snow Removal Bids

1. We received 2. Need one more from Grazanio.

Sewer and Storm Management project(s)

1. This was something that Dave was heading. Lisa now heading this, with Devin’s assistance.
2. Need to review the documents sent to kwvaboard email by Joe Ports in the “Kimberly Woods Village Stream Restoration” email.

New Items

1. Board Home Inspections

- a. We should start out with monthly walk-throughs. And we don't all have to do them together. Pair up or rotate. Starting in January.
 - b. Inspections should be done before a resale packet is released.
2. Summerwood Potholes
 - a. Summerwood is the first court to be scheduled for re-pavement. Until then, we need to patch.
 - b. Devin has a contact. Lisa will find out what kind she purchased last year and let Devin know.
3. Request to remove a tree in front of their house on Heartwood.
 - a. Discussed that the tree they mention was not on our list of "problem trees". And we have exhausted our budget for trees this year, and will ensure it is community property, review and add to 2025 if necessary.
4. Food Drive
 - a. It was suggested to have these quarterly, with the first one being either the 1st or 2nd weekend on December.
 - b. Collection sites in the community will be determined once plan is set
5. Holiday Lights Decorating Contest
 - a. Tabitha was disappointed that Facebook polling was different on phone app as opposed to desktop and has found a website that will do it for us and will check pricing for future events.
 - b. It was decided that voting will go from Dec 14 – 22. Winners announced on Dec 24th.
 - c. Prizes same as with Halloween.
6. Santa
 - a. Lisa has reached out to the Fire Department. They can do Dec 5 or 10. 19th was not available.
 - b. Tami Hook's husband is going to be Santa. Just need to know which date is going to work for him.

Additional items to be added:

- Christmas movie event suggestion from community member, will watch weather for date to schedule if possible, or do impromptu on a "nice" day/evening.
 - need to pick movie, determine if we will use heat lamps
- Schedule next board meeting for December 12
- Schedule next community meeting, will try for 2/13/25
- address jet skis parked on Driftwood, violations of rules and regs

Action Items

1. Tabitha

- a. Email suggested dates/times for separate Reserve Study Meeting to discuss and address
- b. Get together with Devin to review By Laws and create outline for Architectural Committee
- c. Reply to the person on Heartwood that wants the tree removed in front of their house and Knottwood re: dead trees removal
- d. Checking Maryland Food Bank Dropoff Dates
- e. Research polling website for Holiday Decorating Contest
- f. Coordinate HOA software demos with Kim
- g. email regarding parking stickers pricing and process
- h. review snow removal estimates and create cost comparison spreadsheet for distribution and review by the Board to make decision
- i. review Review By Laws for sewer and storm water take over by AACO
- j. circulate draft calendar for monthly board walk throughs for first quarter

2. Lisa

- a. Landcape around the circle estimate for taking down trees and planting and contact others for additional solutions
- b. Grazanio Snow Removal estimate follow up
- c. Review Documents from Joe Ports (Stream Restoration) and get information to date from Dave to take over project
- d. Find out watch patch was used last year for Summerwood
- e. Get donated gift cards from local businesses
- f. Rough draft of vehicle registration and process
- g. confirm w/ Tami Hook Santa for firetruck
- h. Schedule next community meeting with Library
- i. obtain gift cards for Christmas Light contest (Devin and Lisa to work together on this)

3. Devin

- a. Get donated gift cards from local businesses (Lisa and Devin to work together on this)
- b. Get with Tabitha regarding Architectural Committee

4. Anna

- a. Fliers for



- i. Food Drive
 - ii. Holiday Decorating Contest
 - iii. Santa
- 5. Kim
 - a. Keep on getting those dues collected!!!
 - b. Schedule demo with link Tabitha sends you