

**KINGSTON PLANTATION MASTER ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING**

**SATURDAY, AUGUST 20, 2022
LANDS END - BRIGHTON**

MEETING MINUTES

KPMA Officers: President, Sherry L. Love (absent)
Vice President, Fred Y. Fellows
Secretary/Treasurer, John D. Taylor

Delegates and Alternates:

Brighton Tower	Gail Coffey	Mike Kelly
Canterbury Court	TJ Hackett	Shannon Wiedner
Canterbury Court III	Jane Fellows	Mary Ann Tucker
Cumberland Terrace	Seth Smith (absent)	Adele Upchurch
Declarant / Developer	Bob Barenberg	Randy DeVaux
Declarant / Developer	Simon Mais (absent)	Jen Collins
Gloucester Terrace	George Hanna (absent)	Joe Misiak
Kingston Lakes	Joe Flesch	David Straub
Margate Tower	Michael Roberts	Richard Vickers
Market Place	James Robinette	Lorene Paragallo
North Hampton	Jim Gryck	Patrick Weaver
Richmond Park	Wayne McAlarney	Carol Kozlowski
St. James Park	Mike Krause	David Neal
South Hampton	Hank Cigolle	Robert Jones
West Hyde Park	Ron Bicchichi	Vickie Davis
Windermere by the Sea	Bill Kolibash	William Elmore

Managing Agent: LITUS*: Doug Millar and Helen Comeau.

1. Call to Order

Vice President, Fred Fellows called the meeting to order at 9:00 AM in the Lands End room in the Brighton.

2. Opening Comments

Mr. Fellows took a moment to announce the sudden passing of Pauline Carrig, Financial Specialist for LITUS* To Let.

3. Approval of KPMA Board of Directors Meeting Minutes

The May 21, 2022 meeting minutes were reviewed by the Board.

Upon a duly made motion, and second, the meeting minutes were unanimously approved without changes.

4. Committee Reports

A. Audit Committee

- a. Statement for the Period Ending July 31, 2022

Mr. Taylor reported on the financial position for the periods ending July 31, 2022. He reviewed the operating balance sheets and the operating income statements, as well as the detailed Variance Reports as attached herein to the Committee.

- b. Accounts Receivable

Mr. Taylor reported that all Sub-Association dues were current.

B. Architectural Standards Committee

- a. Ms. Jane Fellows stated that there were no new applications to present.

C. Security Committee

- a. Mr. David Beatty presented the latest Security Statistics.
- b. There have been consistent reports from Security of storage and electrical room doors being left open. Mr. Millar stated that these violations are being kept in a log and that violations will be sent to the property managers.
- c. Mr. Beatty stated that he has observed homeowners using department store grade extension cords to charge their electric vehicles. A committee will be created to investigate the need for charging stations.
- d. Mr. Beatty discussed having a security person that would help people negotiate which lane they belong in upon entering the main gate. They will be used as needed if there is a backup of traffic at the main gate.

5. Unfinished / New Business

- a. Mr. Millar gave an update on the severely damaged bulkheads. Work continues and is almost completed.
- b. Mr. Millar reported that the well pump has failed. The city is no longer allowing wells so the well will be capped. The city will allow the plantation to put meters on two hydrants for water.
- c. Mr. Bob Barenberg announced that there was Secretary position available on the Executive Committee and that he would like to nominate Seth Smith, President of the Cumberland Terrace Board of Directors to the position.

Upon a duly made motion, and seconded, the Board approved the appointment of Seth Smith as Secretary to the Executive Committee.

6. Manager's Report

- a. Mr. Millar stated that the deadline for removing all non-conforming lights will be September 15th.
- b. The Spectrum internet installation will require coordination from Practice Managers and the Board of Directors. Mr. Millar requested that each regime send him two contacts to help with the planning and implementation. Mr. Millar also explained that the spectrum box left in the unit will come with a sticker that will have the phone number for Spectrum assistance and the KPMA account number.

7. Adjournment

Upon a motion made, seconded and approved, the meeting was adjourned at 10:10 AM

Fred Fellows, Vice President

Helen Comeau, Recording Secretary