

# Minutes - KFAMA Inc. Officers Meeting, October 28th, 2020

**Attending** – Susanne Koenig, Emily McFarland, John Womack (stayed through Treasurer's Report)

## Treasurer's Report and Financials

**Cash Flow Statement** – Bank balance October 27th = **\$52,611** [\$40,000 of that held as 'Reserve for Snow Removal and Other Emergencies']. **\$12,595** funds available until early 2021 for projects or unanticipated spot fixes.

In response to the 2021 budget mailing, some additional road payments were received.

After his report, the treasurer left early due to illness. The vice president was absent due to self-quarantine and the member at large was absent detained by last minute business. This left no quorum for official business but that was not an issue since the focus was on reviewing preparation details for the upcoming November 8<sup>th</sup> Annual Meeting.

## Administrative

### 1) Annual meeting – logistics planning, outline of requirements:

#### Items Emily to provide for meeting—

camcorder  
dry erase board on easel- Eraser, markers  
map on easel with a few Post-it "flag"  
box of masks  
microban cleaner  
paper towels  
spreadsheet of owners  
detail of road work and maintenance  
45 copies of agenda and budget and 2020 accomplishments  
about 50 ballots  
A few proxies in case someone has to leave

#### Items Susanne to provide—

sign-in sheets  
index cards, name tags, markers, pencils/pens  
printout to post re. Covid precaution recommendations  
snacks | bottled water

- 2) **People needed for the following** – welcome table sign-in and to remind about mask requirement and distancing compliance; hand out Treasurer's report, Agenda, etc.; distribute ballots/pen or pencil; collect and tabulate votes; post-meeting clean-up
- 3) **Suggested 2021 road project priorities; community feedback sought** – Cedar Hill Drive>complete asphalt patching; Wagon Trail between Cedar Hill and Greentree> asphalt patching; Burkett> 1<sup>st</sup> of successive sections to be paved; Walnut Hill> rough spots care; Renie near Harwood> maintenance upkeep; Wagon Trail, White Dogwood,

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Renie> seeking quote for quarterly maintenance to roads previously repaired; Hilltop Loop> landscape trimming; other??

- 4) **Next meeting dates.** Annual Meeting will serve in lieu of routine November Officers Meeting. Next regular Officers Meeting to be held January 2021 if circumstances permit.

### Common Areas

- 1) **Shoreline Spruce-up! Project.** October 25<sup>th</sup> eight adults and four youth participated. Two others contributed at a different time. Line of sight between shoreline and gate area parking about  $\frac{3}{4}$  cleared. Campfire circle beneath tree removed. Wood enclosure for trash cans installed. Shoreline embankment excavated to provide protected area for newly installed bench seating and firepit. Great start!

### Road Care/Maintenance issues

- 1) **Sprouse/Wagon Trail** – project successfully completed.
- 2) **Scarlett Oak/Wagon Trail work** – awaiting quote from Grove for work on hill approaching Wagon Trail crest; at Scarlett Oak near Wagon Trail intersection; also, at 192 Scarlett Oak (near Pin Oak). Need assessment of descending side of Wagon Trail beyond Scarlett Oak.
- 3) **Scarlett Oak** – Scarlett Oak on hill above White Dogwood - work scheduled by JUI, TBD

### Other topics/concerns?

- 1) **Mowing contract review** – By February, let landscaper know about contract continuation

**Next meeting** – 2pm if feasible, January 27th, 2021 (fourth Wednesday of the month)