

Kenwood Terrace Homeowners Association

Annual Meeting & Board Election

Saturday, May 18, 2019

1. Call to Order: Meeting called to order at 1:37pm
2. Determination of Quorum: There is a quorum of over 50% home owners present.
3. Introductions made by John Kelley and Cynthia Solis with Jenkins Property Management Company, our HOA Property Manager.
4. 2019 Board Member Election
 - a. Candidate nominee introductions and presentation
 1. Tony Chai, President, Unit 205
 2. Nirav Khara, Unit 404
 3. Jerod Yates, Unit 203
 4. Daniel Han, Unit 303
 5. Gary Ambart, Unit 204
 6. Eugene Yim, Unit 407
 - b. Nominate 2 Inspectors of Election to Tally Ballots
 1. Su Young Lee, Unit 403
 2. Katherine Park, Unit 406
5. Treasurer's Report
 - a. Jenkins Property Management presented:
 1. Treasure Monthly Financial Update (March 2019)
 2. Total Income (March): \$12,115.19
 3. Total Expenses (March): \$11,746.00
 4. Total Amount in Delinquencies (March): \$2, 52.15
 5. Total Reserves (March): \$73,338.27
 - b. Tony Chai, Unit 205, made motion to accept Treasurer's Report
Chris Bellomo, Unit 505, seconded the motion
6. Management Reports
 - a. Kasdan LippSmith was terminated and they did not bill us.
 - b. Allen Babakhanloo, Unit 501, is the developer's son and agreed to be the main communicator for issues relating to developer.
 - c. Elevator Maintenance
 1. Jenkins Property Management received recommendation to install air condition unit for elevator and looking into our present elevator service contract agreement to re-negotiate contract and rates.
 2. The HOA was encouraged to not hold the elevator door open, because it causes the elevator to either overheat and/or shut down, needing to reset, which often will result in an expensive need to call the elevator to be serviced.
 - d. Bird Situation: It was recommended to experiment in placing foil above front entrance

overhang in an effort to reflect light and detour birds from the area instead of installing spikes at this time. Jenkins Property Management will attempt having the foil installed in the following week.

- e. Everclean Trash Services: Jenkins will communicate with Everclean Trash Services need for improvement of cleaning the facility, locking and unlocking trash bins on trash days, and need for more personnel than one person to clean with regular set scheduled days/times. Jenkins will also submit bids again from Everclean and other agencies for new contract. It was recommended by Allen Babakhanloo that we use environmental friendly cleaning products for the building since some are sensitive to chemicals that cause people to have a negative reaction. Alan also suggested that we have more than a one person cleaning crew for the size of this building.

7. Homeowner Open Forum

- a. Jerod Yates suggested monthly board meetings to be on the first Wednesday of every month at 7pm and open to the home owners to attend to help better communication and transparency of the HOA.
- b. Jerod Yates suggested quarterly or bi-annually social events such as a wine night where owners can bring their favorite bottle of wine and wine glass, ice cream social, dessert social, potluck, or other ideas to help foster community and build relationships within the Home Owner's Association.
- c. Jerod Yates suggested that we decide our date of our next annual meeting before we adjourn. It was decided that Saturday, May 2, 2020 at 11:00am will be our next annual meeting.
- d. There was discussion on landscaping and specifically if the 2 front entrance planters could be spruced up with nice plants/flowers and watered adequately. The front entrance plant and tree area may need fresh mulch.
- e. There was discussion regarding homeless persons entering the building through the rear garage exit door, so it was emphasized for all to take responsibility in making sure all doors are shut and locked when coming and going.
 - a. Our video surveillance is how we tracked this homeless entering issue so please report issues to Jenkins Property Management as soon as possible because the cameras are able to store information on a 4-6 week loop before re-writing over data.
 - b. The community rooms have now had universal locks installed with our common area key able to use to access those rooms.
 - c. It was unanimously agreed by all to have the two public community restrooms on 2nd floor also installed with key locks with our common area key for access.

8. Election Results

- a. Three Board of Directors selected
 - 1. Jerod Yates
 - 2. Nirav Khara
 - 3. Eugene Yim
- b. The Board of Directors then appointed the first two runner ups as 2 auxiliary members for the purpose of filling in for any Board of Director if absent for any reason or unable to complete the service of their term. The auxiliary members can also serve with the

Treasurer in functioning as the Treasurer Committee.

1. Gary Ambart
2. Daniel Han

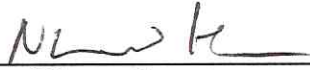
9. Adjournment

Executive Session with new Board of Directors and Jenkins Property Management entered into executive session to determine the following board of director positions:

Jerod Yates, President
Nirav Khara, Secretary
Eugene Yim, Treasurer
Gary Ambart, Auxiliary
Daniel Han, Auxiliary

Our first board meeting was set for Wednesday, June 5, 2019 at 7:00pm.

These minutes were approved by the Board of Directors.



Nirav Khara, Secretary



Today's Date