



Kingwood Forest Condominium Board Meeting Minutes

April 8, 2024

I. Call to Order

The KWFC Homeowners Association Board Meeting was called to order by Norm Essman at 6:00 PM on April 8, 2024, at the KWFC Clubhouse.

II. Attendees

Present: Norm Essman, John Kronenberger, Tom Frederick, Jackie Thode, and Gwyn Rotramel (phone).

Absent: Rich Eckhardt, Pat Carlyn, Eric Christy

A quorum was established.

III. Approve Agenda

The agenda was unanimously approved by the Board with a motion by John Kronenberger.

IV. Approve January 8, 2024, Minutes

Board Meeting Minutes were unanimously approved by the Board with a motion by Tom Frederick.

V. Board E-mail Approvals

- A landscape upgrade at 3344 Darbyshire Dr was unanimously approved with a motion by Tom Frederick

VI. Approve Owner Requests

- N/A

VII. Property Manager's Update

- Gwyn Rotramel provided a detailed review.
- Owner and Goodwill Ambassador, Brenda Houser-Langlas has requested to address the board at the May board meeting.

VIII. Treasurer's Report

- Tom Frederick provided a financial update as of January 31, 2024. The report was unanimously approved with Motion by Jackie Thode.
-



IX. Capital Reserve Report

- The reserve report will be updated at the May 2024 board meeting.

X. Old Business

- Approval of the 2024 Capital Reserve Budget has been delayed until the May 2024 board meeting.

XI. New Business

- Metro-net provided a presentation and overview of the installation process for fiber optics. The three individuals:
 - Brandon Knight – Community Development Manager
 - Greg Cruey – Direct Sales Manager
 - Jerod Ingels – Residential Special Projects Manager
- The installation process begins with an Access contract allowing Metronet to construct the infrastructure on the KWF common area, which the Board will have an opportunity to review. If the Board approves, the service would be available to KWF Unit Owners during the summer of 2024 – Gwyn Rotramel to manage the contract process.
- Next step is a layout sketch of the installation.
- Post-installation, individual owners will contract directly with Metro-net for home installation.

XII. January 2023 Newsletter

- Norm Essman requested ideas and he will draft the articles.

XIII. For the Good of the Order

- Chat with a Board Member – N/A

XIV. Goodwill Ambassador Report

- N/A

XV. Executive Session

- The Board reviewed the delinquency report.

Adjournment: Norm Essman adjourned the meeting approximately 7:40 PM.

The **next meeting** will be Monday May 13, 2024.



Respectfully submitted by:

John Kronenberger, Secretary KWFC