**KINGSVIEW RIDGE COMMUNITY ASSOCIATION, INC.**

Regular Meeting Minutes

December 1, 2020 @ 7:00 p.m. Zoom conference call

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| **Board Members Present:**  | **Board Members Absent:** |
| Jim Parker, President | Hari Singh, Director |
| Lori Teachum, Vice President |  |
| John DiNardo, Treasurer |  |
| Carmen Celis, Secretary |  |
| Iyabo Martins, DirectorRichard Barney, Director |  |
|  |  |
| **Others:** |
| Nancy Keen, Vanguard Management |
| Liz Van Brunt, Recording Secretary |

1. CALL TO ORDER

Meeting called to order at 7:06 p.m.

1. review and approval of minutes

The board reviewed the minutes from the October 6, 2020 regular board meeting.

Motion to approve the minutes from the October 6, 2020 regular meeting as is. Barney/DiNardo Vote: 6/0/0

1. homeowner forum

An issue was raised about yard signs. Nancy outlined the process for violations from discovery and notices through hearings and fines. Some issues rise to the board level for decisions. Some recent violations regarding front lawn signs were for honoring 2021 high school graduates. The board would like to make an exception for these COVID times.

Action: Nancy will delete the violation letters recently sent out to 2021 graduation yard signs posters.

Board of Directors information will be updated on the website.

A question was raised about posting information, and sending a reminder by listserv, about the correct day/time for putting trash and recycling out, especially over holidays.

Action: Nancy will forward the county pickup email reminders to Lori when she receives them.

1. Management Report
2. Mandatory Board Training

Montgomery County law (MoCo Code Chapter 10B17) requires mandatory training for all board members. The law that went into effect on January 1, 2016 requires that all new Board members take a mandatory training course within 90 days of being elected and currently serving Board members must take the class within 90 days after being re-elected. The Montgomery County Commission on Common Ownership Communities (CCOC) has reopened the online training application. <https://ex11.montgomerycountymd.gov/extranetportal/>

Motion to adjourn the regular meeting and move to closed session. Barney/Teachum Vote: 6/0/0

1. Collection Decisions

Write-off to Bad Debt - 13746 Palmetto Circle - The attorney is requesting the Board write-off the collection amounts not awarded by the court and the uncollectible lien fees and costs. The rest of the debt is still collectable and in process. We are under the budget for write-offs. Some discussion of how a write-off can amount to over $4,000.

Motion to write-off to bad debt of $4,609.78 from 13746 Palmetto Circle DiNardo/Celis Vote: 6/0/0

1. unfinished business

There was no unfinished business.

1. New business

There was no new business.

1. Adjournment

There being no further business, the meeting was adjourned at 7:27 p.m.

Respectfully Submitted,

Liz Van Brunt

Recording Secretary