

# Kenwood Terrace Homeowners Association

## Board Meeting Minutes

**Date:** Tuesday, April 23, 2025

**Location:** Online via Zoom

**Time:** 7:00 PM

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## Call to Order

The meeting was called to order at 7:00 PM by Jerod Yates.

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## Attendees

Board Members and Homeowners Present:

- Jerod Yates
  - Christina Tia
  - Ryan Farber
  - Penny
  - Elen Avetisyan
  - Satish Kumar
  - Lillit (via call-in)
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## Approval of Previous Minutes

The minutes from the January 29, 2025, meeting were approved. Ryan will upload them to the HOA website, along with several previous minutes that are still pending.

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## Financial Report

- Penny advised caution in spending due to upcoming structural inspection costs.
- Structural engineer scheduling is in progress. Inspections will include all balconies and require advance notice from the homeowner.
- Christina asked about aged receivables. Penny confirmed collections are in progress, with one outstanding payment being followed up via email.
- Some residents prepay up to four years in advance, which complicates accounting.
- The board aims to increase reserve funds through improved collections.

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## **Old Business**

### **Fitness Center Mirrors**

- Estimates were shared for mirror installation along the south wall and behind gym equipment, ranging from \$1,875 to \$4,080.
- The board decided to keep the item on the agenda and revisit it once reserve levels improve.

### **Building Water Pressure**

- Technicians found normal PSI levels throughout the building.
- Elen (Unit 502) reported low pressure despite interior plumbing fixes. Penny will arrange for further inspection.
- Ryan recommended a building systems expert over a standard plumber.

### **Code of Conduct Distribution**

- The Code of Conduct will be mailed separately and signed “Respectfully, the Board of Directors, Kenwood Terrace.”
- Ryan will add the Code to the website and send Penny a link to share via Butterfly.
- The group discussed email and app formatting and agreed to use hyperlinks for distribution to improve readability.

### **Structural Engineering Inspections**

- Penny is aiming to schedule the engineer for June.
- Inspections will include balconies and garage. Balconies not attached to ground-level units will be prioritized.
- Engineers may need interior access to reach balconies.

### **Stairwell Conduit Covering**

- Ryan noted the camera installers were responsible for the missing conduit covers and should be contacted to complete the work.
- Penny will follow up using contact details from Jerod.

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## **New Business**

### **Rowing Machine Proposal**

- Lillit proposed adding a foldable, non-powered rowing machine for cardio.

- Ryan and Jerod supported the idea, with concerns about finances and noise being minimal due to the gym's location.
- Photos and brochures will be shared in a future meeting to aid decision-making.
- The topic will remain on the agenda until reserves improve.

### **P1 Storage Leak (Unit 502)**

- Elen reported water intrusion in her storage room during rain.
- Penny requested photos and the storage number to review with the engineer during inspections.

### **Fifth Floor Emergency Exit Door**

- Elen reported the door is misaligned and noisy.
- Ryan will inspect to determine if Walter can repair it.

### **Balcony Awning Request**

- Elen asked about installing a motorized awning.
- Penny confirmed structural attachments are prohibited, but umbrellas are allowed.

### **Elevator Floor Update Request**

- Elen suggested updating the elevator flooring.
- Jerod noted past estimates were over \$30,000 and must be completed by the elevator company.
- The board may explore fixed floor mats as an alternative, pending weight and safety approval.

### **Smoking Complaints**

- Jerod reminded attendees that Kenwood Terrace is a non-smoking property.
- Penny requested that any complaints include unit numbers, dates, and times.
- Smoking violations are subject to a fine of \$500.

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## **Upcoming Meetings**

### **Annual Meeting**

- Date: Wednesday, September 10, 2025
- Time: 6:30 PM
- Format: Online via Zoom

- Food and refreshments planned

### **Next Board Meeting**

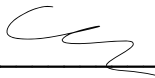
- Date: Wednesday, July 23, 2025
- Time: 7:00 PM
- Format: Online via Zoom

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### **Adjournment**

The meeting adjourned at approximately 8:55 PM.

The meeting minutes were approved by the Board of Directors

  
\_\_\_\_\_ Christina Tia, Secretary