

**RECORD OF PROCEEDINGS  
BOARD OF DIRECTORS' REGULAR MEETING  
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION**

The regular meeting of the Knolls Village Townhouse Association was held on **Tuesday, January 5, 2016**, at the association clubhouse at 6:30 PM. Present were Directors, Richard Campbell, Joseph Johnston, Barbara Stokes, Cindy Kiel, Darcy Johnson, Scott Ward, Angela Brown; and Manager Warren Deutsch. Cindy DeSirant was present to record the proceedings.

A motion was made by Joseph Johnston and seconded by Scott Ward to accept the December 2015 financial statements as presented. The motion was passed.

Scott Ward made a motion to approve the minutes of the December 2015 board meeting as written. The motion was seconded by Cindy Kiel and was passed.

Joseph Johnston, Treasurer, reported the Reserve Fund and Paint Fund balances. The Reserve fund is invested in CDs and Money Market Funds.

Warren Deutsch, Maintenance Manager, reported that during December the staff cleaned up pine needles and leaves, replaced sprinkler clocks, pruned trees/shrubs, made clubhouse improvements and performed other general maintenance. In January, the staff will replace light posts, sprinkler clock, downspouts and other general maintenance. Warren plans to discuss with Xcel energy their plans for maintaining the appearance of driveways after they replace lines.

The major projects for 2016 include new sprinklers, replacing the pool deck, new lighting in dark areas and driveway repairs prior to slurry sealing.

Cindy Kiel made a motion to accept the Cabinet Tree proposal for new countertops in the clubhouse kitchen. By electronic vote, the Board approved.

Joseph Johnston made a motion to approve to sweep funds from the Wells Fargo checking account into the RBC Money Market account. By electronic vote, the Board approved the funds transfer.

Paint Committee Chair Ken Deshaies and Warren will talk to homeowners about repairs they need to make to their home's exterior prior to their unit being painted. A March 28th coffee will be announced for the homeowners to meet with Ken about the painting schedule.

Kathy Kurtz reported there were four uses of the clubhouse in December. The clubhouse was painted, the kitchen counter tops replaced and the bathroom updated.

The pool will open May 27 and close on Labor Day.

Barbara Stokes informed the Board there will be a community coffee on April 30 from 9 -11 a.m. A community garage sale will be held on May 14. There will be a dumpster day the weekend of June 4.

There being no further business, the meeting was adjourned at 8:17 PM.

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