

BOARD OF DIRECTORS' REGULAR MEETING  
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION

The regular meeting of the Knolls Village Townhouse Association was held on Tuesday, December 5, 2017, at the clubhouse at 6:30 PM. Present were Directors Scott Ward, Cindy Kiel, Richard Campbell, David Kaiser, Joe Johnston, and Manager, Warren Deutsch. Cindy Greene recorded the proceedings.

**A motion was made by Richard Campbell and seconded by Joseph Johnston to accept the November 2017 financial statements as presented. The motion was passed.**

**Cindy Kiel made a motion to approve the minutes of the November 2017 board meeting. The motion was seconded by Joseph Johnston and was passed.**

**Richard Campbell made a motion to approve the Annual Meeting minutes from October 2017. The motion was seconded by Joseph Johnston and was passed.**

Ken Deshaies reported that exterior painting preparation plans will begin in February.

Joe Johnston, Treasurer, reported the Reserve Fund and Paint Fund balances. Cindy will send Joe the financials after December 15<sup>th</sup> to see if a sweep should be made before year-end.

Anita and Tom Zukas presented an update from the ACC. In 2017 there were 216 HOA compliance issues discussed with homeowners, only 16 remain open. Anita has been researching HOA software and recommends the Board meet with AppFolio for a demonstration. Anita will set up a time in January so the Board can see the software.

Warren Deutsch, Maintenance Manager, reported that in November the staff repaired sprinkler lines, painted curbs, installed signs, serviced snow equipment, put down sod and other maintenance. During December, the staff will finish placing rock in bed areas, repair a junction box, winter prune and other general maintenance. Real Painting will paint the fence on University in the spring.

Richard Campbell discussed upcoming projects for the maintenance staff. These include replacing two sprinkler zones, curb painting, and completing work on the University fence. Joe Johnston is researching equipment purchases for the staff. He is pricing a Dingo, front loaders, and utility carts and will bring more details to the January meeting.

**There being no further business, the meeting was adjourned at 8:40 PM.**

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