

BOARD OF DIRECTORS' REGULAR MEETING  
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION

The regular meeting of the Knolls Village Townhouse Association was held on Tuesday, June 6, 2017 at the association clubhouse at 6:30 PM. Present were Directors Richard Campbell, Joseph Johnston, Cindy Kiel, Scott Ward, David Kaiser, Barbara Stokes and Darcy Johnson; and Manager Warren Deutsch. Cindy DeSirant was present to record the proceedings.

**A motion was made by Joseph Johnston and seconded by Barbara Stokes to accept the May 2017 financial statements as presented. The motion was passed.**

**Joe Johnston made a motion to approve the minutes of the May 2017 board meeting as written. The motion was seconded by Darcy Johnson and was passed.**

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

Warren Deutsch, Maintenance Manager, reported that in May the staff cleaned and caulked the pools, checked sprinklers, removed junipers and other maintenance/clean-up. In June the staff plans to grade and lay sod around the pool deck, seed bare areas in the lawn, prune, sheer and other general maintenance. As per the Colorado Division of Labor Standards and Statistics, the staff will continue to be compensated for a 10 minute break in the middle every four hours worked. Employees will continue to be entitled to an uninterrupted duty free meal of at least 30 minutes when the scheduled work shift exceeds five consecutive hours of work. Richard Campbell discussed adding maintenance staff and maybe having two crews.

Scott reviewed the project schedule for 2017. The pool irrigation, grading and sod will be completed in two to three weeks. The front steps of units will be checked to see if repairs are needed. Bids for painting the tennis course will be requested.

Ken Deshaies reported that painting is complete.

Barbara Stokes, hospitality, reported that Dumpster Days will be June 17/18 and the ice cream social will be July 16.

Andrea Oatman, pool manager, has a full staff and said everything is running smoothly at the pool.

Pam Hansen, Clubhouse Committee, said May was busy with parties, meetings and a coffee at the clubhouse.

There being no further business, the meeting was adjourned at 8:30 PM.

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