

BOARD OF DIRECTORS' REGULAR MEETING
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION

The regular meeting of the Knolls Village Townhouse Association was held on Tuesday, January 2, 2018, at the clubhouse at 6:30 PM. Present were Directors Scott Ward, Cindy Kiel, Richard Campbell, David Kaiser, Joe Johnston, Darcy Johnson, and Manager, Warren Deutsch. Cindy Greene recorded the proceedings.

A motion was made by Richard Campbell and seconded by Darcy Johnson to accept the December 2017 financial statements as presented. The motion was passed.

Cindy Kiel made a motion to approve the minutes of the December 2017 board meeting. The motion was seconded by Richard Campbell and was passed.

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

The Board members chose two dates for resident coffees at the clubhouse to be held April 21 and November 3 and Dumpster days will be held on June 16 and 17.

Joe Johnston, Treasurer, reported the Reserve Fund, Paint Fund, CDs and the Reserve Fund balances.

Anita and Tom Zukas presented an update from the ACC. Anita, Cindy Greene and four Board members met with AppFolio for a demonstration. Anita recommends the software as it would make it easier to communicate with owners. The software would also make it easier to move the HOA documents to the cloud.

Warren Deutsch, maintenance manager, reported the following maintenance work was done by maintenance staff during December 2017: Planting, grading, bed preparation and placement of rock, set stepping stones in bed areas, mulched at various locations, placed rock West of swimming pools, raked and screened rock, hauled away approximately 2 tons of sand and dirt from rock, put up Christmas lights, collected pine needles and debris, cleared snow from sidewalks 3 times and driveways 2 times, sanded walkways and driveways as needed, located/repaired water leak at 2768 E. Geddes Avenue, lighting maintenance and other general maintenance.

Warren reported that the following maintenance work is planned for the maintenance staff during January 2018: Juniper removal and bed restoration, start winter pruning, cutting of shrubs to ground and tree removal as directed; repair, replace and secure loose boards on 3 wooden staircases along S. Knolls Way, across from tennis courts. Take down Christmas lights, light post repair, sign replacement and handrail fabrication as time allows, snow removal and other general maintenance.

Warren worked 7 hours overnight to repair a water line break. He asked to be compensated above his salary since it was after normal work hours. The Board agreed to pay him for those hours.

A motion was made by Joseph Johnston and seconded by Richard Campbell to refinish and coat the tennis courts. The motion was passed.

A motion was made by Joseph Johnston and seconded by Richard Campbell to approve Blade Runners' contract for lawn service and weed control for 2018. The motion passed.

Richard Campbell discussed upcoming projects for the maintenance staff. He and Warren put a schedule of maintenance work together. They would both like to see sprinklers system updated as soon as possible. The Board asked that projects be listed in the newsletter so owners know what work is being done in the complex.

There being no further business, the meeting was adjourned at 8:35 PM.

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