

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

A quarterly meeting of the Knolls Village Townhouse Association was held on Tuesday, **July 2, 2013** at the association clubhouse at 6:30 PM. Present were Directors Dick Campbell, Barbara Stokes, Cynthia Kiel, Darcy Johnson, Scott Ward and Doug Hall; Pool Manager Jean Oatman; Committee Chair Joy Stanton and Manager Warren Deutsch. Joan Rowe was present to record the proceedings. Four homeowners were also present at the meeting.

A motion was made by Barbara Stokes and seconded by Darcy Johnson to accept the June, 2013 financial statements as presented. The motion was passed.

Cynthia Kiel made a motion to approve the minutes of the June 4, 2013 board meeting as written. The motion was seconded by Scott Ward and was passed.

Barbara Stokes, Hospitality Committee, stated that the next event is the ice cream social to be held on July 14th from 1-3pm.

Jean Oatman, Pool Manager, stated that sometime around the end of July another pool attendant probably will need to be hired.

Joy Stanton, Clubhouse Committee, reported that there were 10 uses of the clubhouse in June.

Dick Campbell, interim Architectural Control Committee chair, stated that a homeowner's landscape plans had been approved.

The deadline for the next newsletter is July 5th.

Warren Deutsch, Maintenance Manager, reported that the projects for June included irrigation setup and repair, weed control in bed areas, drainage work, painting over graffiti and cutting suckers and deadwood from shrubs and small trees. The projects worked on in June will continue to be done in July. The crew will also work on re-landscaping areas adjacent to where sprinkler zones are being replaced. The replacement of sprinkler zones L1-4 has been completed. Additional zones will be identified for replacement. New controllers for the irrigation system are needed in some areas. The concrete replacement project has been completed and the asphalt project is scheduled to start on July 5th. The summer pruning and shearing of shrubs has begun.

It was suggested that the association contact the insurance company and determine their expectations for the pool. The height of plants in the community garden boxes was discussed. The association will need to update the dues collection policy to comply with state legislations that become effective on January 1, 2014. The property management company for a rental unit will be contacted regarding a tree overhanging a neighbors fence. A light will be placed on the end of a building where loitering has been reported.

There being no further business, the meeting was adjourned.

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RECORD OF MOTIONS AND POLICIES
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION

July 2, 2013

Other than housekeeping motions, there were no motions at this meeting.
