

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, **June 2, 2015**, at the association clubhouse at 6:30 PM. Present were Directors Richard Campbell, Cindy Kiel, Barbara Stokes, Joseph Johnston, Darcy Johnson, Scott Ward; 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 May 2015 financial statements as presented. The motion was passed.

Cindy Kiel made a motion to approve the minutes of the May 2015 board meeting as written. The motion was seconded by Darcy Johnson and was passed.

Joseph Johnston, Treasurer, reported that the reserve fund balance and the paint fund balance.

Michele Giometti, the Association's Auditor, informed the Board that the Comcast agreement is considered non-membership income and is taxable. She plans to file the long form 1120 which will reduce the taxable income.

A motion was made by Joseph Johnston and seconded by Barbara Stokes to accept the 2014 Audit Report as presented. The motion was passed.

Warren Deutsch, Maintenance Manager, reported that during May the staff removed deadwood from shrubs and trees, removed two dead pines, reinstalled windscreens at the tennis court, painted step edges, and other general maintenance. In June, the staff will continue removing deadwood from shrubs and trees, plant perennials, connect drip lines to new valves, spread rock and mulch and other general maintenance.

A motion was made by Joseph Johnston and seconded by Barbara Stokes to accept the bids from Quality Rock and Perfect Patch for concrete and asphalt replacement on E Geddes Place and E Fremont Court. . The motion was passed.

A motion was made by Cindy Kiel and seconded by Joseph Johnston to accept the bid from Metro Pavers for crack repairs on sidewalks. The motion was passed.

A motion was made by Cindy Kiel and seconded by Darcy Johnson to accept the bid from Rushton Tree Service to provide summer pruning and shearing services for shrubs and trees for five weeks. The motion was passed.

Andy Balin, Regional Account Executive from Comcast, discussed his position with the Board. He is the point of contact to support the Knolls Village community if the Board has any questions or problems with Comcast.

Jean Oatman, pool manager, told the Board that she hired two new pool attendants. The updated pool rules are on the website.

Harold Arnold announced that he is resigning as the Exterior Paint Chairman. The Board thanked Harold for his years of hard work and dedication to the community.

Barbara Stokes, Special Events Committee, announced that there will be an ice cream social on July 19 from 1 to 3 pm.

The Board decided that the dumpsters approved in a prior meeting would be available to owners from June 25th to June 30th or until full.

Linda Fletcher reported that there were six uses of the clubhouse in May.

Anita Zukas, chair of Architectural Control Committee reported that four requests for roof, gate and light replacements were approved in May. During the April 27 meeting, the committee discussed keeping walkway bushes trimmed, type of gates that are allowed, Christmas light removal, and sidewalks that need repair. Next meeting will be June 22.

There being no further business, the meeting was adjourned at 8:25 PM.

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