

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, December 1, 2015, at the association clubhouse at 6:30 PM. Present were Directors, Richard Campbell, Joseph Johnston, Barbara Stokes, Cindy Kiel, Darcy Johnson, Scott Ward, Angela Brown; and Manager Warren Deutsch. Cindy DeSirant was present to record the proceedings.

A motion was made by Darcy Johnson and seconded by Barbara Stokes to accept the November 2015 financial statements as presented. The motion was passed.

Scott Ward made a motion to approve the minutes of the November 2015 board meeting as written. The motion was seconded by Cindy Kiel and was passed.

Joseph Johnston, Treasurer, reported Reserve Fund and Paint Fund balances. The Reserve fund is invested in CDs and in Money Market Funds. An order has been placed to re-invest funds back into a 6 month CD.

Warren Deutsch, Maintenance Manager, reported that during November the staff caulked concrete joints, cleaned up leaves, checked and repaired sprinklers, removed and stored sprinkler backflow prevention valves and other general maintenance. In December, the staff will replace a sprinkler clock and stand post, work on beds where junipers were removed, replace broken downspout extensions and other general maintenance. Warren informed the Board that the textured walls and ceiling of the clubhouse tested positive for asbestos. If approved, insulation will be blown in from the outside of the building by Montgomery Insulation.

Darcy Johnston made a motion to approve the bid from Kevin's Paint to paint the interior of the clubhouse. The motion was seconded by Cindy Kiel and was passed.

Joseph Johnston made a motion to approve the bid from Montgomery Insulation to insulate the clubhouse from the exterior. The motion was seconded by Darcy Johnson and passed.

Scott Ward made a motion to approve the Rushton Tree Service bid to remove two trees, grind two stumps, and trim trees and cut branches. The motion was seconded by Cindy Kiel and was passed.

Paint Committee Chair Ken Deshaies and Board President Richard Campbell met with Real Painting owner to discuss the 2016 painting schedule. A March 28th coffee will be announced for the homeowners to meet with Ken about the painting schedule.

Joseph Johnston made a motion to approve the Real Paint bid for the 2016 exterior painting. The motion was seconded by Cindy Kiel and was passed.

Richard Hirshman of Advanced Reserve Solutions met with the Board to discuss the preliminary Reserve Report. He said the report should include anything that 1) has a useful life, 2) has significant value, 3) doesn't occur every year. The Board will review the report and respond with any questions or concerns.

Kathy Kurtz reported there were seven uses of the clubhouse in October.

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

