

BOARD OF DIRECTORS' REGULAR MEETING  
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION

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

**A motion was made by Richard Campbell and seconded by David Kaiser to accept the January 2018 financial statements as presented. The motion was passed.**

**David Kaiser made a motion to approve the minutes of the January 2018 board meeting with a change to Joseph Johnston's financial report. The motion was seconded by Darcy Johnson and was passed.**

Ken Deshaies reported that exterior painting preparation plans will begin in February. Mary Berlin, Architectural Control Committee, and Ken inspected a third of the residences to be painted this year. They expect to complete the inspections within the next week. Cindy Greene will give Ken 65 envelopes and postage for same to mail out notices. Mary will mail out her architectural issues letters at about the same time so that homeowners will have time to address both painting and architectural issues prior to painting. Ken will be stepping down after this paint season.

Barbara Stokes, Hospitality Committee, has two dates for resident coffees at the clubhouse to be held April 21 and November 3. Dumpster days will be held on June 16 and 17.

Anita and Tom Zukas presented an update from the ACC. There have been questions about solar panels on units. Owners are required to submit an ACC application for approval for solar panels or any other exterior changes. They discussed the problem with grandfathered "out of compliance" issues such as wrought iron back gates and missing grids on windows. Richard Campbell will ask the Association's lawyers if the Association can force buyers or sellers to comply with covenants. Anita told the Board she plans to tackle the window well covers in 2018 to bring all units into compliance. Anita asked for a schedule for front yard/patio refurbishing. The Board voted not to purchase software for the association at this time.

Warren Deutsch, maintenance manager, reported the following maintenance work was done by maintenance staff during January. Staff removed junipers, restored beds, hauled away branches, picked up bark and rock, graded, started winter pruning, took down Christmas lights, repaired wooden foot bridge, cleared snow from sidewalks and driveways, salted driveways as needed, worked on lighting maintenance, checked the water flow at buildings with high water usage, and other general maintenance.

During February, the staff plans to winter prune, cut off shrubs to the ground, replace and secure loose boards on north wooden staircase along S. Knolls Way, repair lights, snow removal and other general maintenance. Warren will receive bids for repaving the tennis courts.

Driveway crack filling: Metro Pavers has submitted a bid to seal cracks with Deerey Super Stretch hot pour rubberized crack sealer.

**A motion was made by Richard and seconded by Darcy to contract with Metro Pavers for driveway crack filling and asphalt. The motion was passed.**

Richard Campbell discussed the upcoming project list by quarter. These will be listed in the newsletter.

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

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