

RECORD OF PROCEEDINGS
BOARD OF DIRECTORS ANNUAL HOMEOWNERS MEETING
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION

The annual meeting of the Knolls Village Townhouse Association was held on Tuesday, **October 8, 2019** at the Association Clubhouse at 7:30 p.m. Present were directors Richard Campbell, David Kaiser, Darcy Johnson, Kathleen Sutton, Barbara Stokes and Cindy Kiel. Joseph Johnston was absent. Cindy Kiel recorded the proceedings. Thirty-two homeowners were also present at the meeting.

Richard Campbell, President, introduced the current Board and provided an overview of the year. He explained that in 2018 a Pool company was hired to oversee the operations, maintenance and staffing of the swimming pool to reduce the Association's operating costs; sprinkler zones were replaced; concrete was repaired and replaced and the finances of the Association are stable. The painting costs are currently on budget and the Board is reviewing extending the painting cycle from a six-year to a seven-year rotation to avoid increasing the painting fee. Application of higher quality paint has contributed to durability and the exterior paint remaining in satisfactory condition.

The 2020 budget was presented by Dave Kaiser, and is based on a \$15 per month dues increase effective January 1, 2020. He explained that the painting escrow portion of the dues will remain the same. Higher costs for water service, refuse/recycling fees, the necessity to utilize more contractors and increased overall costs collectively contribute to the need for more funding. The 2020 budget will allow more money to be moved into the reserve fund next year which in turn will allow some much needed capital improvements to be scheduled and implemented while still managing the rising costs of day-to-day operations. The Budget was discussed and questions were answered. A motion was made by Tom Zukas and seconded by Mary Berlin to ratify the 2020 budget. The motion was passed by those in attendance including proxies.

The Reserve Status Report prepared by Joe Johnston, Treasurer was provided to attendees listing the Reserve Fund and Paint Fund balances. The reserve fund balance includes three FDIC-insured CDs. The accounts were discussed and questions answered. The Board of Directors strives to maintain a minimum reserve balance of 90 percent of reserves needed to fund capital improvements as recommended by the Reserve Study.

The nominating committee members Cheryl Sher and Marilyn Heinle were introduced along with the candidates for Directors David Kaiser and Cindy Kiel. Both candidates stated a desire to serve on the Board for another three-year term and provided an overview of their qualifications. There were two nominations for Directors from the floor. Sharon Zierk nominated Anne Krause and the nomination was seconded by Jean Oatman. Anne gave an overview of her qualifications and her nomination was added to the official ballot as a write-in candidate. Anne Krause nominated Sharon Zierk and the nomination was seconded by Jean Oatman. Sharon Zierk withdrew her nomination.

A vote by written ballot was held. The votes were tabulated by Cheryl Sher and Sue Mizuno. David Kaiser and Cindy Kiel were elected for three-year terms by a majority vote of the ballots and proxies.

The homeowners thanked the Board and Warren Deutsch for their continued commitment and work on behalf of the community. There being no further business, the homeowners portion of the meeting was adjourned at 8:59 p.m.

BOARD MEETING

An election of Officers was held. A motion was made by Richard Campbell and seconded by Cindy Kiel to elect David Kaiser as President. A motion was made by Cindy Kiel and seconded by Barbara Stokes to elect Darcy Johnson as Vice-President. A motion was made by Darcy Johnson and seconded by David Kaiser to retain Cindy Kiel as Secretary. A motion was made by Richard Campbell and seconded by Kathleen Sutton to retain Joe Johnston as Treasurer. All motions were passed.

Homeowners present:

Olivia Bechtel
Mary Berlin
Jody Block
Gary Bradley
Elsa Bradley
Gay Campbell
Marilyn Campen
Bill Duckworth
Kelly Engulu
Bob Evans
Nancy Gittleman
Adele Haynes
Gerald Haynes
Marilyn Heinle
Diane Henry
Ann Henss
Ann Kingery
Anne Krause

Jean Oatman
Diane McAllen
Bonnie Mattox
Marianne Mishoe
Sue Mizuno
A.J. Quick
Cheryl Sher
Steve Snyder
Jeff Steenhoek
Sharyl Whitaker
Ann Winterbottom
Sharon Zierk
Anita Zukas
Tom Zukas
and Warren Deutsch