

**BOARD OF DIRECTORS' REGULAR MEETING  
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION**

The regular meeting of the Knolls Village Townhouse Association was held on Tuesday, November 1, 2022, at 6:20 p.m. in the clubhouse. Present were Todd Mata, Scott Ward, AJ Quick, Anne Waite, Joe Johnston. Anne Krause and Darcy Johnson were absent. Marie Kilty recorded the proceedings. The nomination and election of the 2022-2023 Board members commenced. Joe Johnston called the meeting to order and starting the voting process.

A motion to approve Todd Mata as President was made by Joe Johnston and seconded by Scott Ward. The motion passed.

A motion to approve Scott Ward as Vice President was made by Anne Waite and seconded by AJ Quick. The motion passed.

A motion to approve Anne Krause as Secretary was made by Todd Mata and seconded by AJ Quick. The motion passed.

A motion to approve Joe Johnston as Treasurer was made by AJ Quick and seconded by Scott Ward. The motion passed.

Todd Mata, as the new President began to conduct the meeting.

A motion to approve movement of a delinquent account on E Geddes Ave. to collections was made by Todd Mata and seconded by AJ Quick. The motion passed. **Per the new collection policy, the HOA is required to vote to send a delinquent account to the attorney's office for collections.**

**The October 2022 Minutes were reviewed and a motion to approve was made by Todd Mata and seconded by Joe Johnston. The motion passed.**

**The 2022 Annual Meeting Minutes were reviewed and a motion to approve was made by Todd Mata and seconded by Scott Ward. The motion passed.**

**The September 2022 Financials were reviewed and a motion to approve was made by Joe Johnston and seconded by Todd Mata. The motion passed.**

*Treasurer's Report* – The Reserve account and the Paint account balances as Of October 31, 2022 were reported.

**COMMITTEE REPORTS**

*Website* – September Meeting Minutes have been posted to the website by Cindy Kiel.

*Special Events & Hospitality* – Scott Ward reports that there is a coffee this Saturday and other events to follow.

*Clubhouse*- The clubhouse held 5 events in October, including the October Board Meetings.

*Tennis / Pickleball Courts*- Joe Johnston responded to Ann Winterbottom's concern for the condition of the tennis courts.

*Architectural Control Committee (ACC)* – Elisa Mata will update the ACC Request form. She has received a request to put in a ramp in the common area. Todd Mata will reach out to the resident.

*Newsletter, Community Gardens, Swimming Pool* – No updates.

**HOMEOWNERS' FORUM**

Homeowners in attendance: Ann Winterbottom, Jimetta Pyles, Carole McKenry, Wilson Groen, Elisa Mata, Kerry Ficklin and Dick Campbell.

Carole McKenry asked to hear the results of the vote. The results of the dues increase were shared. Elisa Mata asked if there were ways to inform residents of votes, gatherings, etc. in addition to signs in the community.

### **MAINTENANCE REPORT**

**Grounds Maintenance** –Lighting maintenance, sprinkler system repair, weeding, tree trimming, address sign repair, prepare bed areas, place rock in bed areas, seeding, trench for irrigation system control wire and conduit, leaf collection and other general maintenance were items worked on in October. In November, sprinkler system winterization, lighting maintenance, pruning, leaf collection, sidewalk surface repair, address signpost installation and snow blower maintenance will be worked on.

Rushton Tree Service has completed their contracted work. Metro Pavers has completed asphalt crack filling throughout the complex. Kevin Leach of Altitude Athletic Surfaces can schedule crack filling of the tennis courts for spring of 2023. He has not yet been out to measure the cracks and bid on the work. Warren will be in contact with him again and ask that his bid to be ready for the December HOA Board meeting. A1 Concrete Leveling is planning to be in the community this week to complete the sidewalk leveling and grinding. Aqua Works Construction has removed most of the old pool equipment and plumbing lines from the pump room. Warren will meet with them regarding areas of the existing pump room floor which does not drain properly and possible solutions to correct the drainage problems. The cost for drainage repairs and the job schedule.

**Grounds Maintenance Contracts** – Snow removal contracts from Cox Professional Landscape and Sanchez Maintenance have been signed.

### **OLD BUSINESS**

The measure concerning a monthly dues increase beginning on January 1, 2023 has passed. The HOA received 226 ballots (225 votes needed for a quorum). Darcy Johnson, Cindy Kiel, Kathy Kurtz and Carol McCall counted the ballots. Final results: in Favor -189, Against - 37

Marie Kilty has offered to attempt to hire someone for the open maintenance position. Scott Ward has suggested posting the maintenance job in January 2023.

### **NEW BUSINESS**

A credit card application and debit card application have been provided to Todd Mata, President He will review these applications to determine which method is best for the HOA going forward. The ‘Bill Pay’ method of payment through FirstBank to pay HOA bills was discussed.

There being no further business the meeting was adjourned at 7:40 p.m.

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