

Knolls Village Townhouse Association (KVTA)
Board of Directors Regular Meeting Minutes
Tuesday, September 2, 2025 – 6:30 PM | KVTA Clubhouse

Board Members Present:

Margie Nowick, Tom Zukas, Yvonne Anderson, Kim Phillips, L. Reece, Jennifer Stokes

Absent: None

Recorded by: Scott Ward

Working Session held August 12 and 26, 2025

Two Executive Sessions were held to discuss the budget, Board candidates running for election (Yvonne Anderson and Dick Campbell,) and group review of the mailing sent to all homeowners for the annual meeting and proposed dues increase.

Pre-Meeting Discussion

Prior to the official meeting, the Board discussed the need for improved signage to notify homeowners of special events and upcoming meetings.

Approval of Previous Meeting Minutes

The minutes from the August meeting were approved on August 26, 2025.

Financials

Approval of current financials was postponed due to an entry discrepancy. The issue is being investigated and will be resolved before final approval.

Homeowners Forum

Attendees:

- Dick Campbell
- Ann Kingery
- Ken Nowick

Financial Review – *Jennifer Stokes*

- All account balances were reviewed.
- Two Certificates of Deposit (CDs) are maturing in September:
 - FirstBank on September 6
 - Chase Bank on September 9
- Interest income from these CDs will be transferred into the reserve account at First Bank. Plan to rollover money to a new CD at Chase and investing in two CDs at Schwab which includes money from paint fund.

Committee Reports

Technology – Reece

- August activity:
 - 16 phone calls
 - 1 volunteer form
 - 11 contact forms submitted (no spam)
- A new feature now allows images to be attached to the Contact Us form.
- Website traffic: 952 views from 255 unique visitors, with high interest in documents, contact information, and news sections.

Special Events & Hospitality – Margie Nowick / Scott Ward

- **Ice Cream Social:**
 - Well-attended and received positive feedback.
 - 220 treats purchased; 64 remaining, suggesting 120–130 participants.
- **Upcoming Events:**
 - *Mahjong Gathering* – September 9 at 5:00 PM, hosted by Olivia Buchtel (7361 S. Knolls Way)
 - *Darla Rae Film Short Presentation* – October 16 at 6:30 PM at the Clubhouse
 - *Holiday Event*: No final decision yet. A craft fair is likely next year due to increased resident interest.
 - *BBQ Planning Meeting*: Scheduled for September 18 at 6:30 PM at the Clubhouse.

Clubhouse – Dick Campbell

- Volunteers are needed. Dick reached out to interested parties, but many were unavailable for three-month commitments due to travel.

Architectural Control Committee (ACC) – John Bringenberg

- Four new ACC requests submitted since the last meeting.

- The Fall Walk is scheduled for September 16.
- Four items remain outstanding from the Spring Walk.

Paint Committee – *Yvonne Anderson*

- Since there will be no painting of the units next year it was suggested that John invite Joy (Painting committee chair) and Steve on the painting committee to join the ACC for next year, getting trained on reviewing the homes.

Community Gardens – *Reece*

- Plots are ready for fall planting.

Newsletter – *Kim Phillips*

- Next submission deadline: September 26.

Maintenance Updates – *Yvonne Anderson & Warren Deutsch*

- **Garage Aprons & Mud Jacking:**
 - Costs have increased significantly due to pricing changes, shifting from simple elevation to precision leveling pricing.
 - Current mud jacking costs up to \$1,000; full replacements cost approximately \$2,000 and offer greater longevity.
- **Clubhouse Air Conditioning Replacement:**
 - Bids are coming in around \$15,000.
 - Parts availability remains uncertain.
- **Handrail Replacements:** Ongoing.
- **Pool Closure:**
 - Pool Connections has been contacted. If they do not agree to give us a credit Warren will get bids from other companies.
 - Official closing date: September 14.
- **Sewer Maintenance:**
 - DES has begun cleaning lines following inspections.
 - One major issue identified near the community garden plots; a smaller inspection camera may be required.
- **Concrete Replacement:** Progressing as scheduled.
- **Tree Maintenance:**

- Bids received for trimming, deadwood removal, and full removals.
- **Driveway Crack Filling & Snow Removal:**
 - Both topics were discussed as part of seasonal planning.

Old Business

No items discussed under this section.

New Business

- **Annual Meeting:**
 - Scheduled for **October 14 at 7:00 PM** at the Clubhouse (*note: time changed from 7:30 PM*).
 - The board discussed using signage to inform homeowners.
 - An overview was given of the Annual Meeting packet being mailed to residents. Included is a ballot regarding a dues increase to \$225 and a postage paid return envelope to return the ballot. The board stressed the need for everyone to vote as we need 255 home owners to vote to make it valid.
 - The board is skipping painting next year to use the funds collected to pay for painting in the future. This will keep the dues increase down significantly.

Meeting Adjourned: 8:08 PM