

BOARD OF DIRECTORS' REGULAR MEETING
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION

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

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

David Kaiser made a motion to approve the minutes of the February 2018 board meeting. The motion was seconded by Darcy Johnson and was passed.

Michele Giometti, the Association's auditor, attended the meeting to present the annual audit report and tax return. She discussed the tax implications for HOA's, specifically that taxes are paid on non-dues related income such as interest and dividends. She recommended that the association depreciate assets over \$2,000. The Board will review the draft report and email any questions to Michele prior to the next Board meeting.

Joseph Johnston, treasurer, reported reserve fund and paint fund balances. The reserve fund is invested in CD's and Money Market funds.

Ken Deshaies reported that exterior paint preparation plans began in February. There will be an informative meeting on March 17 for owners whose buildings are being painted in 2018. After this year, Ken will be stepping down and Tyler Walje will take over the paint committee.

Barbara Stokes, Hospitality Committee, said there will be resident coffees at the clubhouse on April 21 and November 3. Dumpster days will be held on June 16 and 17.

Anita and Tom Zukas, Architectural Control, will have a kick-off meeting on March 21.

Warren Deutsch, maintenance manager, reported the following maintenance work was done by maintenance staff during February: Pruned shrubs, picked up bark and rock, finished placement of rock by garage at E. Fremont Place, hauled away pine needles and debris, cleared snow from sidewalks and driveways, sanded walkways and salted driveways as needed, checked for constant water flow at buildings with high water usage, replaced 4" x 4" fence post along S. University Blvd, lighting maintenance and other general maintenance.

The following maintenance work is planned for the maintenance staff during March 2018: Winter pruning, pine needle clean-up, tilling and seeding of lawn areas as needed, bed preparation for planting at the main entrances along S. University Blvd, snow removal and other general maintenance. Dave and Warren will have prices for plants and materials by the next Board meeting for replanting the main entrance on University.

The Board discussed options for repairing the tennis courts. For 2018, it was decided to crack-fill and paint the courts.

Richard Campbell met with Andrea Oatman, pool manager. Andrea is hiring pool attendants and will have registration in mid-May. Cindy Greene will send Andrea application forms, I9 and W4 forms for employees.

A motion was made by Richard Campbell and seconded by David Kaiser to pay Real Painting for painting the pools. The price includes labor and materials. The motion was passed.

A motion was made by Joseph Johnston and seconded by Richard Campbell to pay Real Painting additional costs for completing the University Blvd. fence painting. The increased cost is based on the extra labor costs required to scrape peeling paint. The motion was passed.

The Board will walk through the neighborhood to decide which sprinkler zones should be replaced next. Landscaping will be done as each zone is completed. Standard rock and landscaping will help lower maintenance and water use.

A motion was made by Joseph Johnston and seconded by Darcy Johnson to pay Colorado Cascade to replace two sprinkler zones. The motion was passed.

Richard Campbell discussed the upcoming project list by quarter. These projects were discussed with the maintenance staff. Richard said there will be core work hours, 9-4, for the staff. He told the Board that there was a complaint made to the state of Colorado that staff was doing electrical work. There is a statute that allows employees to do general electrical maintenance, which is what staff does. There have also been letters sent anonymously to board members complaining about staff and board members. These letters were sent to the lawyers to handle.

There being no further business, the meeting was adjourned at 8:35 PM.

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