

**KNOLLWOOD TERRACE HOMEOWNERS
ASSOCIATION**

Post Office Box 1227 ❖San Luis Obispo, California 93406 ❖(805) 545-7600

BOARD OF DIRECTORS MEETING

Knollwood Clubhouse

June 21, 2016 • 6:00 pm

**PLEASE NOTE:
NEXT MEETING IS SCHEDULED FOR AUGUST 23, 2016**

MINUTES - DRAFT

- I. CALL TO ORDER – The meeting was called to order at 6:08 pm.
- II. ESTABLISHMENT OF QUORUM – Quorum was established with the presence of Aimee Avery, Brian McIntyre, Iva Larkin, and Lisa McGrath (via Skype Video conferencing). Bobbi Primo was present on behalf of Aurora Property Services. Noah Winkles, owner/estimator for New Life Painting, was in attendance to present his bidder qualifications to the board. Miko Nehman joined the meeting at 6:30 p.m. for the New Life Painting presentation.
- III. NEW LIFE PAINTING PRESENTATION – Noah Winkles presented his bidder qualifications prior to officially starting the meeting.
- IV. REVIEW MINUTES OF APRIL 19, 2016 MEETING – The minutes as written were approved unanimously.
- V. JUNE MANAGEMENT REPORT
1132 E. Foster A & B were fumigated June 9-11th.

In May, Knollwood HOA received \$43.69 for restitution from HPM.

Pool straps have been ordered and pool chairs are being re strapped at Jacks Upholstery.

Fumigation is scheduled for 1156 E. Foster A & B on July 5th to July 7th.

Exterminators have been sent out for two wasp nests.

There were two leaks in June. One was irrigation and one was to a fourplex. Best way took care of one and Jacks Plumbing took care of the other.

1181 E. Foster A/B/C/D is working on scheduling for fumigation.
- VI. TREASURERS REPORT –

A. YTD Budget vs. Actuals

May Bank Statements – reconciled as of 5/31/2016

Union Bank Operating	\$ 50,344.20
Coast Hills Reserve Checking	\$ 61,152.69
Coast Hill Money Market	\$244,138.58
Coast Hills Checking	\$ 5.52
Total	\$355,640.99

- There is one owner on a payment plan with Sunrise Assessments who has reinstated their payment plan. Their escrow should be closing this week and the association will be paid for the delinquent dues.
- There is one owner on a payment plan with the HOA.
- One owner was sent a last chance letter to set up a payment plan.
- The accounts receivables are \$5,629.91.
- The check from Comcast was received and deposited into the reserve checking account

VII. OLD BUSINESS

- A. Aimee needs to sign By Laws and send into Bobbi.

VIII. NEW BUSINESS

- A. Painting/Woodwork project – Board examined three photo-rendered color schemes, but could only agree on one. Requested another scheme from New Life Painting. Aimee will also apply colors to photo renderings to avoid costs.

Board proposed doing painting in phases, along with woodwork, fence and garage doors. Tabled until next meeting so other color schemes can be examined.

- B. Clubhouse Rentals – Bobbi suggested that we add A “Certificate of Liability” to clubhouse rental agreement. This is an insurance rider taken out by renter to avoid any HOA liability in case of an accident or injury. Rider is taken out on Clubhouse renter’s homeowners/renters insurance provider. Suggestion approved unanimously and update of rules scheduled.

IX. OPEN FORUM FOR MEMBERS

- A. Lisa McGrath asked that the next meeting be held on August 23rd instead of the 16th so that she could physically attend. Board approved unanimously.

X. EXECUTIVE SESSION

- A. No executive session was needed and bypassed..

XII. ADJOURNMENT – The meeting was adjourned at 8:18 p.m.