

**KNOLLWOOD TERRACE HOMEOWNERS
ASSOCIATION**

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

BOARD OF DIRECTORS MEETING

Knollwood Clubhouse

January 20, 2015

6:00 pm

MINUTES - APPROVED

- I. CALL TO ORDER – The meeting was called to order at 6:00pm.
- II. ESTABLISHMENT OF QUORUM – Quorum was established with the presence of Lisa McGrath, Miko Nehman, David Mittleberger and Brian McIntyre. Bobbi Primo was present on behalf of Aurora Property Services
- III. ANNUAL ELECTION – The ballots were tabulated. The new board was announced which consists of Lisa McGrath, Miko Nehman, Brian McIntyre, Aimee Avery and Jeff Geiger.
- IV. ASSIGN BOARD POSITIONS – The board positions were assigned. Brian McIntyre – President, Miko Nehman – Vice President, Lisa McGrath – Treasurer, Aimee Avery – Secretary and Jeff Geiger- Member at Large. The board also assigned sub committees which include the Maintenance Sub Committee with Brian, Miko and Jeff and the Financial Sub Committee with Lisa, Aimee and Jeff.
- III. REVIEW MINUTES OF DECEMBER 16TH, 2014 MEETING – The minutes were approved as written.

IV. TREASURERS REPORT –

Union Bank Operating Account	\$ 30,189.86
Coast Hills Savings Reserves Account	\$ 272,022.10
Coast Hills Checking Reserves Account	\$ 71,999.37
Coast Hills Checking	\$5.00
Total	\$374,216.33

- There is one owner on a payment plan with Sunrise Assessments.
- The accounts receivables are down to \$8698.23.
- The HOA approved a settlement from Chase Bank for \$25,000 regarding the embezzlement of HPM. The lawyer agreed to write off part of the HOA balance and the check was refunded in December and deposited into the Reserve account.
- There is no legal balance due.
- In December the Association received a restitution payment from the Santa Barbara Probation Department for \$26.

A. YTD Budget vs. Actuals

V.

OLD BUSINESS

- Flat Roof Replacement – The flat roof project is completed.
- Tree Trimming – The tree trimming is completed for the winter. Coastal Tree Service is going to provide a bid for replacing some trees on the property and grinding stumps.
- Service Request 1141 E. Foster #A – concrete bids – The board compared bids from Just-In-Time concrete for \$9,025 and V. Lopez and Sons for \$12,684 that would also include fixing a spot with graffiti on concrete near the clubhouse. The board asked to see if V. Lopez would lower their bid \$3,000 and would approve that if they accepted. If they didn't accept, the board wanted to see if Just-In-Time would include the graffiti area of the concrete near the clubhouse.

VI.

NEW BUSINESS

- Garage Door Request – 4090 Hilltop #B – This was the interior of the garage and the owners' responsibility.
- Reserve Study scheduled for January 26th, 2015- Bobbi met with Chris from Stone Mountain Reserve before the meeting to go over the Reserve Report. Chris walked the property and will have a spreadsheet of timelines of work to be done at the association that the board will go over in the February meeting.

VII.

OPEN FORUM FOR MEMBERS

(Up to three minutes per member.)

Brian brought up an issue that there are satellite dishes that are left on some of the buildings, specifically 1172 Hilltop. The board asked Aurora Property to see if Dish or Direct TV could let us know which dishes are not connected so we could have them removed.

Jeff brought up an issue with fumigation of his building. This will be on the agenda at the February meeting.

Aurora Property Services presented a letter to send to the Santa Barbara County Clerk Office for the board to authorize changing the address from the old HPM PO Box to Aurora Property Services PO Box. This was signed by all of the board members.

VIII. ADJOURNMENT – The meeting was adjourned at 7:08pm.