

**KNOLLWOOD TERRACE  
HOMEOWNERS ASSOCIATION**

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

**BOARD OF DIRECTORS MEETING**

**Knollwood Clubhouse  
March 21, 2017 • 6:00 pm**

**MINUTES – APPROVED**

- I. CALL TO ORDER – The meeting was called to order at 6:14 pm.
- II. ESTABLISHMENT OF QUORUM – Quorum was established with the presence of Aimee Avery, Miko Nehman, and Lisa McGrath. Bobbi Primo was present on behalf of Aurora Property Services. David Mittleberger was unavailable due to illness. One position remains open.
- III. REVIEW MINUTES OF JANUARY 31, 2017 MEETING – The minutes as written were unanimously approved.
- IV. MANAGEMENT REPORT
- A tree, which fell and split on the fence at 4048 Hilltop A during recent storm, was removed.
- 4048 Hilltop A & B was fumigated in February.
- 1193 E. Foster A, B, C, D was also fumigated.
- A broken pressure regulator was replaced on 4048 Hilltop A.
- 1150 E. Foster A, B is scheduled to be fumigated.
- TM Environmental did a clean up of the drainage/easement area behind Hilltop duplexes.
- Jose has completed Phase Three and is available for emergency wood work. He is working directly with New Life Painting and will begin Phase Four when painters catch up.
- A garage door 1144 E. Foster A was approved to be replaced.
- A garage door 4072 Hilltop B was approved to be replaced.

A garage door 4048 Hilltop B was approved to be replaced.

The landscaper has Spring liquid fertilizing scheduled for the first week of April.

EverReady Electric was called out to address some light outages and electrical shorts caused by the rain and water entering the wing walls and garage lights.

The landscaper cleared the space behind the homes on Hilltop. There are also two tree scheduled to be trimmed back by KD Janni, arborist.

V. TREASURERS REPORT –

A. YTD Budget vs. Actuals

**February Bank Statements – reconciled as of 2/28/2017**

Union Bank Operating	\$ 18,036.51
Coast Hills Reserve Checking	\$ 47,621.96
Coast Hill Money Market	\$216,769.98
Coast Hills Checking	\$ 5.52
Total	\$282,433.97

- The accounts receivables are \$3,713.31
- Over budget for the year in repairs and maintenance by \$994.00
- Over budget in utilities by \$7,437
- Under budget in repairs/maintenance by \$959.15
- Under budget in landscaping by \$2,166.65
- Under budget in cleaning \$321.42
- Under budget in swimming pool maintenance by \$1,125.37

VII. OLD BUSINESS

- A. Corbels– Decorative corbels were voted to be removed on two Sumner Place units and flashing installed on vacated areas.

VIII. NEW BUSINESS

- A. Tax returns/Financials – Questions on some issues discussed and were to be reviewed with accountant.

IX. OPEN FORUM FOR MEMBERS

- A. Miko brought up revisiting the fencing around the pool. Quotes requested on taller, curved point safety fencing to keep unwanted entry.

X. ADJOURNMENT – The meeting was adjourned at 7:06 p.m.

XI. EXECUTIVE SESSION – none.