

**KNOLLWOOD TERRACES HOMEOWNERS
ASSOCIATION**

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

BOARD OF DIRECTORS MEETING

Knollwood Clubhouse

June 18, 2013

6:30 pm

MINUTES - DRAFT

- I. CALL TO ORDER – The meeting was called to order at 6:39p
- II. ESTABLISHMENT OF QUORUM – Quorum of the meeting was established by the presence of David Mittleberger, Brian McIntyre, Lisa McGrath and Mark Macaulay. Bobbi Primo was present on behalf of Aurora Property Services. Ed Barbau arrived and gave his resignation from the board.
- III. Minutes of the May 21st meeting were approved as written.
- IV. TREASURERS REPORT
- A. YTD Budget vs. Actuals: The Knollwood Terrace accounts total \$219,246.48. At the executive meeting the board wrote off the bad debt of homeowners association dues from the past few years. Owners have shown proof of payment from the past. Ten owners were sent to collections with one owner showing proof of payment.
 - B. Approval to update Reserve study for new budget – The board approved an updated reserve study to accurately show the work that needs to be done to assist in making a budget for the new fiscal year. At the July board meeting we will discuss the budget and reserves for the 2013/2014 fiscal year.
- V. OLD BUSINESS
- A. Insurance Bids for policy expiring 7/1/2013- Ed Cox from Allstate Insurance who holds the current policy spoke to the board and was available to answer questions. Several proposals were presented to the board and the board chose to go with Mackey and Mackey Insurance Company with comparable coverage for the upcoming policy.
 - B. Pool chairs – Pool straps have been ordered to replace the broken straps. Jacks Upholstery will re-strap the existing lounge chairs.
 - C. Pool Signs – New pool signs have been posted at the pool gates stating the pool hours.
 - D. 1153 E. Foster #A – Garage Door – This issue was tabled since the garage door company has not been able to arrange a bid with the tenants.

- E. Pool Security - Trespassing and Restroom – The board discussed bids and options for pool security. There has been an issue with trespassers during pool hours and after the pool has closed late at night. The bids range from a camera system, a standing guard, random patrols or hiring someone to patrol the pool. Don Horton suggested he may have a friend who is a retired officer who may be able to do it. The board would like to find a less expensive option to alleviate the trespassing issue.

VI. NEW BUSINESS

- A. FHA Approval – The board is interested in moving towards getting Knollwood Terrace Homeowners Association FHA Approved. Upon looking at the basic guidelines, the association does not qualify. The board would like to work toward qualifying for approval which will involve structuring the new budget by adding more into reserves and getting the delinquent homeowners down to a lower percentage.
- B. Best Way Gardening Bid for spraying – the board approved having the landscaper do the annual spraying for weeds.
- C. 1160 Sumner #C – Work Order Request for New Fence – at the time of the meeting only one bid had been received for the new fence, so this issue was tabled until the next meeting.

VII. OPEN FORUM FOR MEMBERS
(Up to three minutes per member.)

VIII. ADJOURNMENT