

**KNOLLWOOD TERRACE HOMEOWNERS
ASSOCIATION**

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

BOARD OF DIRECTORS MEETING

Knollwood Clubhouse

July 16, 2013

6:30 pm

Minutes - Draft

- I. CALL TO ORDER – Meeting was called to order at 6:39pm.

- 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 and Kristen Ontiveros were present on behalf of Aurora Property Services.

- III. Minutes of the June 18th meeting were approved as written.

- IV. TREASURERS REPORT – The treasurers report was read. The association currently has \$14,514.54 in the Operating account, \$184,101.55 in the Reserves Savings account and \$18,041.00 in the Reserves Checking Account.
 - A. YTD Budget vs. Actuals – the budgets vs. actual were presented.

- V. OLD BUSINESS
 - A. Pool chairs – The new pool straps have been delivered to the upholstery shop and are on schedule to repair the broken straps.
 - B. 1153 E. Foster #A – Garage Door – Bottas Garage Doors went out and assessed this door which was interior issues. The association only covers the exterior and garage doors, so this was the owners responsibility.
 - C. Pool Security – The association has had issues with trespassers in the pool. The board approved using Bomar Security to make four stops per week to see if this helps the issue. The guard will have random patrol times and ask residents to show proof of their pool key.
 - D. Garage Door Replacement – 1140DH – The garage door to this unit broke and was fixed on an emergency/safety approval.

- VI. NEW BUSINESS
 - A. Board Vacancy – There was a board resignation last month and the board voted to continue with the existing four members until the re-election in January.

- B. Proposed 2013/2014 Budget – Three different budgets were presented for the coming fiscal year. The board tabled this until the August meeting.
- C. 1160 Sumner #C – Work Order Request for New Fence – This issue was tabled for updated bids.
- D. 1153 E. Foster #C – This owner had tree roots in pipes that caused issues with her plumbing. The board approved to pay for the segment of her bill that was the associations' responsibility.

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

Board members asked about the current towing contract and what the current policy is to tow from the back area of the driveways. Aurora Property Services will research getting the proper signs/painting to allow that to be a tow zone.

Kristen Ontiveros discussed the Clubhouse Rentals. With the new federal ADA Title iii act, Knollwood Terrace would not be compliant in renting out the Clubhouse and include the pool area unless the board purchased a lift for the pool. The pool rules now include an initial line that if guests use the pool they will forfeit their deposit.

Ann Kenoy requested a work order form for her fence that is falling apart.

VIII. ADJOURNMENT – The meeting was adjourned at 8:15p.