

Forest Knoll
Homeowner Association Board Meeting Minutes
October 17, 2016, 5:00 p.m. Paramark

Board Members Present: Pam Haluska, Maria Campbell, Susan Kirk, Kirsten Haefner, Ellie Behrens

Management Present: Adam Wiesner

1. September board meeting minutes were reviewed and approved.
2. Adam will make minor adjustments to the financial statement and email corrected report to board for approval. The board decided to put money from the replacement reserve to the operating account to cover for additional costs, including asphalt. The board discussed an increase in the electrical bill on one unit. Adam will have an electrical company diagnose the problem. The electrical bill will be looked at during the November meeting.
3. Old Business
 - a. Advanced Disposal billing issue has been fixed and will be credited to the account. The credit will be used on the next month's bill.
 - b. ProScape has begun to work on the concrete work from the spring walkthrough.
 - c. Bob the Bug Man has completed the second spray. Homeowner's concerns regarding this will be addressed at the Annual meeting.
 - d. It was discovered that the water issue on the East side of the property is not from the sprinklers.
 - e. An agenda was created for the Annual Homeowners Meeting. The conference room has been paid for. Adam will contact LaQuinta regarding room set-up and order pizza to be delivered from Pizza Hut. At the meeting the homeowners will be reminded that we do what is in the best interest of the association and remain financially responsible. They will also be informed of the increase in dues starting in January because of the increase in costs to the association. Sue will complete the homeowner's reminders and the annual meeting letter. In the homeowner reminders we will include information on pet fees, a reminder regarding homeowners' responsibility to pick up dog waste and information on snow removal. Homeowners will also be reminded of the importance of using the website for policies and repairs.
 - f. The board approved Green Lawn Care to take over the sprinkler system. They have already completed all the repairs for this year. Sensors will be added to the sprinkler system during the 2017 start up.
 - g. The October CD was renewed.
4. New Business
 - a. Adam will contact Larson's regarding solutions for the siding damaged by the sun.

- b. The board discussed a complaint from a homeowner regarding a garage door. The board deemed it to be the responsibility of the homeowner to fix.
- 5. Homeowner Update: None
- 6. Homeowner Compliance: None
- 7. Concerns from Paramark: None
- 8. Board/Homeowner Concerns: Adam will reply to the homeowner's complaint regarding bush trimming.
- 9. **Next Meeting – Monday, November 21st at Paramark**