

# *Forest Knoll Homeowner Association*

## *Board Meeting Minutes*

*December 17, 2018, Paramark Boardroom*

Board Members Present: Ken Dick, Ellie Behrens, Kirsten Haefner, and Maria Campbell

Management Present: Adam Wiesner

- 1.) Meeting minutes from November meeting and annual meeting were approved.
- 2.) Financial Report was reviewed
- 3.) Old Business:
  - a.) Discussed sending a dues increase notification via the mail and posting a notification on Facebook closer to the first of the year.
  - b.) 2019 budget was approved
  - c.) Townhome Maintenance: Adam to contact Toolbelt Tom to be an on-call handyman for property needs. Matt is to be terminated.
  - d.) Dog Stations: Discussed companies that would be able to fill our needs. Poo Patrol would charge \$136 to clean the entire property. The board discussed doing this one time in the spring. Adam will contact to see how much it would cost and if they would be open to emptying the garbages weekly and filling the stations with poo bags.
  - e.) Snow removal company: They have been working at fixing the problems with their initial snow clearing. The property looks better now, and the Board will continue to monitor.
  - f.) Website fixes: Working on updating the links and making sure they all function and that the minutes are accessible on the new platform.
  - g.) Reserve study: Adam to get estimates before the Board moves forward.
- 4.) New Business:
  - a.) Election of 2019 officers: Maria to remain President and Kirsten to remain Secretary.
  - b.) Meetings in 2019: Will continue meeting on the third Monday of the month at 5pm.
  - c.) Insurance: Adam to contact our insurance to determine if the Board needs to be made aware of changes in each unit.
  - d.) Homeowner update: 5028 Schumard has sold. 5028 Cherrybark is for sale. 194 Sawtooth has a homeowner that continues to park in the yard and damage the shrubs.
  - e.) Homeowner compliance: no issues
- 5.) Concerns for Paramark: none
- 6.) Board/Homeowner concerns: none

7.) Next Meeting: Monday, January 21, 2019 @ 5pm Paramark