

**Forest Knoll Townhome Association**  
Homeowners Association Board Meeting  
*March 19, 2012*

**Board Members Present:** Jennifer Albright, Robin Erickson, Carol Fitzgerald, Maria Grosso, Brooke Markham

**Board Members Absent:** None

**Management Present:** Mike Busch – Paramark

**Business Meeting**

Financials were reviewed, as well as the 2012 budget. Mike will look into finding better rates for CD's carried by the Association.

**Old Business:**

- Mike will follow-up on landscape billing issues and will check to see if the non-compliant storm doors for two homes have been removed. If the doors have not been removed, another letter will be sent to the homeowners requesting their doors be brought into compliance with the HOA rules.
- Per our attorney, electronic ballot is permissible for the final vote of homeowners regarding the declaration change. The change for the homeowner declaration regarding rentals will be e-mailed to homeowners next week.
- The Board reviewed minutes from the annual Association meeting and clarified the Board positions are all three-year terms. Annual meeting minutes will be sent to homeowners via e-mail with the Spring letter.
- Mike will contact homeowner regarding renter contact information

**Maintenance Issues:**

- Larson Siding will be contacted for a bid on residing the entire side of one of the buildings on the west side of the property.

**New Business:**

- Homeowner attended to discuss pet fee and late fee. Board voted to waive late fee if pet fee is paid within 10 days. If pet fee is not paid within 10 days the late fee and pet fee will remain on the books until paid.
- 2012 landscaping bids were discussed. Hawkeye will be contracted again for 2012.
- The Spring walk-through of the property by board members will be on Monday, May 7<sup>th</sup> at 2:00 p.m.

**Next Meeting**

Thursday, May 17, 2012, 5:00 p.m. at Fat Willy's