

Forest Knoll Townhome Association
Homeowners Association Board Meeting
July 21, 2011

Board Members Present: Jennifer Albright, Carol Fitzgerald, Melissa Schutte, Phyllis Fisk, Maria Grosso

Board Members Absent: None

Management Present: Mike Busch – Paramark

Business Meeting

Financials were reviewed.

Paperwork has been sent to HUD for certification.

Spring inspection of the property has been completed and will be reviewed to determine any bill-backs to homeowners and the plow company for issues above normal wear-and-tear.

The Board discussed the used of fire pits on townhome property and reviewed Mike's draft of language to amend the rules regarding portable fire pits.

Carol provided an update on the newly formed Social Committee. Danette Grimsrud will lead the committee.

Mike provided the following update on maintenance:

- Concrete work is scheduled on Aug. 9-10 (weather permitting)
- Painting work is scheduled for the week of Sept. 5 (weather permitting). Mike will send a note to homeowners and Adam Hewitt will coordinate directly with the homeowners to schedule the painting.
- Options were shared about how to deal with the excess standing water on the east side of the association property. We will look at scheduling those repairs for the fall.
- The lawn care company has been notified to raise their mowing deck, avoid wet areas and not trim so close to the ground. Carol will meet with them to review the fall shrub trim requirements and timing.
- Jack will identify any units with melted siding or fences from grill use and we will review at the next meeting.
- Seal Coating is underway and should be completed this week.
- Family Tree has finished seeding and shrub replacement.

The board discussed renters and what the current Bylaws and Rules allow for. Homeowners will be polled, by a survey Mike will prepare, in September about whether or not rentals will be allowed once ownership of each unit passes to a new owner. If the change passes it would become an amendment to be voted on by the homeowners at the Annual meeting. They also discussed the need for copies of leases and background checks for renters.

Next meeting set for October 5, 2011 at 5:00 p.m. at Paramark

****Homeowner Reminders:**

Please pull grills away from siding and/or fences when they are in use to prevent melting of the siding/fences. Homeowners are responsible for any damage caused to the property.