

## ***Forest Knoll Homeowner Association***

### ***Board Meeting Minutes***

***August 17, 2020 Time: 5:00 PM***

#### ***Via Conference Call***

Board Members Present: Ken Dick, Maria Campbell, Jennifer Gifford, and Kirsten Haefner

Management Present: Adam Wiesner

- 1) July Minutes Approved
- 2) Financials Reviewed
- 3) Old Business:
  - a) High Water Usage: usage has decreased. Adam has been notified since last meeting of an insurance claim due to water, a water leak and a running toilet that would have explained the increases that were seen.
  - b) Larsen's Siding: still not completed. Adam has reached out again asking for a response as to when and if this will be completed. They do understand that they will not be paid until this is completed completely. Adam looking into another vendor to finish the repairs.
  - c) New Street Signs
  - d) Homeowner Issues:
    - i) Roof leak has been fixed.
    - ii) Window leak: Adam has not heard about bids to have repairs done yet, but the homeowners due have contacts to get the work completed.
  - e) RPU Water Caps: Emory has been fixed. Schumard's cap is still below street level, Adam to reach out to see if this can be improved on.
  - f) Sprinkler System Update: Pump has been replaced. Had issues with the system turning itself off afterwards. That too has been fixed. Over the weekend, one section of sprinklers would not turn off. Adam had to shut down the system. The sprinkler company will be out again tomorrow to determine why this has happened.
  - g) Landscaping Project:
    - i) Whiting's is currently completing the landscaping on building number one. Should be completed by end day of Wednesday. Working with sprinkler company to have sprinkler heads turned to help water the new plant beds. Plan to replace Ash trees end of September.
    - ii) Woodtick: to come out and look at trees that need to be removed and have stumps ground.
  - h) Gutter Maintenance: Adam to schedule and move ahead with. We will schedule to have this completed after the leaves have fallen end of October to early November.
  - i) Roof Inspection: Gary Klein to come out on Wednesday to come up with a list of recommendations that the Board can move forward with.
- 4) New Business:

- a) Discussing possible need for opening a special forum after Board Zoom meetings, every other month or so to allow homeowners to voice concerns directly to the board.
- b) Discussed changes that may need to be done due to Covid for the annual meeting.
- 5) Homeowner Update: Multiple units for sale, and another to be listed.
- 6) Homeowner Compliance Concerns: None
- 7) Board Concerns: None
- 8) Paramark Concerns: Having issues getting everyone signed up for association dues on autopayment through new website. This new website has many features including allowing mass notifications to homeowners.

Next Meeting – Monday, September 21, 2020 @ 5pm via Zoom