

Forest Knoll

Homeowner Association Board Meeting Minutes

October 30, 2018, 5:00 p.m.

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

Management Present: Adam Wiesner

- 1.) Minutes from September were reviewed and approved
- 2.) Financial Report:
 - a.) Adam will have quotes for the board to decide what to do with the CD up for renew in November at the next meeting.
 - b.) Discussed the budget for 2019:
 - i.) Ash tree treatment added to the budget, will need to be done every other year. Along with possible tree replacements as needed.
 - ii.) Increased the budget for shrub replacements due to winter wear and overgrowth.
 - iii.) Discontinue the role of maintenance person. Will mean association will no longer need to carry workman's compensation insurance and need to pay a payroll tax.
 - iv.) When dues increase, so will the board incentive.
 - v.) Decided to leave estimated amount of pet damages the same.
- 3.) Old Business:
 - a.) Townhome Maintenance Person:
 - i.) Winterization needed: Cut down lilies and put out de-icing buckets
 - b.) Sprinklers: Have been winterized
 - c.) Proscape: Still no billing received
 - d.) Pure Green: Will put out stakes to assist with snow removal
 - e.) Driveway/Road Repairs: Have been completed, some incorrectly. Elcor failed to fix previously poorly patched driveways, completed patching on driveways that were not requested, missed patching the end of a driveway on Emory, and failed to finish sealing the dead end on Scarlett. Because of this, the board has decided to no longer use their services going forward.
 - f.) Spring Walkthrough: Tree and shrubs needed replacement have occurred
 - g.) Ash Tree Replacement: Board has decided to treat for ash boar and replace trees as needed around the property.

- h.) Association dues: The board has agreed to raise the dues \$35 to a total of \$210 per unit starting January 2019.
 - i.) Annual Meeting Agenda: Will be November 19, 2018 at 6pm. Held at LaQuinta Inn. Things to discuss include: dues increase, reserve study, landscaping (shrubs, ash trees, wetlands), work completed 2018, work needed 2019.
 - j.) Annual Meeting Notice to Homeowners: Adam will send out after this meeting
- 4.) New Business:
- a.) Board Openings: Kirsten's positions- will run for reelection to board at annual meeting
 - b.) Homeowner Update: Two units for sale
 - c.) Homeowner Compliance: No new issues
- 5.) Concerns from Paramark: None
- 6.) Board/Homeowner Concerns: None
- 7.) Next Meeting- November 19, 2018 – following the annual meeting