

**THE KNOLLS CONDOMINIUMS
BOARD OF DIRECTORS MEETING
APRIL 27, 2017
REGULAR SESSION MINUTES**

2017 ANNUAL ELECTION RESOLUTION

Election Resolution- Resolved, the Board of Directors for the Association at a regularly scheduled Board Meeting held on April 27, 2017 has resolved that the Association will not further seek to hold an Annual Meeting of Members & Election for 2017 due to not achieving quorum at the Annual Meeting of Members & Election scheduled on March 23, 2017 as well as at the Reconvened Annual Meeting of Members & Election scheduled on April 27, 2017. Also, Resolved, the Board of Directors for the Association shall have the power to make appointments to the Board as necessary in order to keep all of the required Director and Officer Positions filled and the existing Directors and Officers may continue to serve until the next Annual Meeting of Members & Election or the end of their term, whichever is later in time.

2016 ANNUAL MEETING MINUTES APPROVAL Upon a motion made, seconded and carried the 2016 annual meeting minutes were approved as written.

CALL TO ORDER THE ORGANIZATIONAL MEETING

An Organizational Meeting of the Board of Directors of the The Knolls Condominium HOA was called to order by Board President Richard Gills at 6:45 p.m. at the Lakeside Community Center 9841 Vine Street Lakeside, CA 92014. The following positions were elected.

Richard Gills	President
Joann O'Donnell	Secretary
Michelle Hedding	Treasurer
John Cresap	Director

CALL TO ORDER THE REGULAR SESSION MEETING

The Regular Session Meeting was called to order by Board President Richard Gills at 6:55 p.m. The following were present:

Directors Present:	Richard Gills	President
	Joann O'Donnell	Secretary
	Michelle Hedding	Treasurer
	John Cresap	Director

Also Present: Lynn Robbins, CCAM Community Association Manager PHOAC

DISCLOSURE OF EXECUTIVE SESSION

It was disclosed that at the last Executive Session Meeting the following was discussed; Delinquencies, Violations and legal matters.

APPROVAL OF MINUTES

The Board reviewed the Open Session Meeting Minutes of February 26, 2017. Upon a motion made, seconded and carried; the Board approved the Meeting Minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of February 26, 2017. Upon a motion made, seconded and carried; the Board approved the Meeting Minutes as presented.

FINANCIAL

The Board reviewed the Financial Reports for the periods ending as of February 28, 2017 and March 31, 2017. As of March 31, 2017, the Association had total assets of \$648,798.83. The Operating Account was \$62,342.52, the Reserve Accounts balance was \$562,248.72 and the Accounts Receivable balance was \$24,207.59. Pre-paid Income totaled \$12,593.19 for this period. Year to Date Income for this period was \$89,290.00 with Year to Date Expenses of \$95,126.00, resulting in a net loss of \$5,836.00 for the year. A motion was made, seconded and carried; to approve the Financial Reports as presented; to be filed pending independent audit.

OLD BUSINESS

Parking

The Board discussed the HOA Rental Parking. No further action was taken

NEW BUSINESS

- A. 2016 Audit, upon a motion made, seconded and carried; the vote to approve the 2016 Audit as provided by Terry Tagwerker the CPA for the association, for mailing to membership, was unanimous.
- B. Waste Proposal, upon a motion made, seconded and carried; the vote to approve the change in refuse service to Global Service at a monthly cost of \$2015.00 was unanimous.
- C. Landscape Proposal, upon a motion made, seconded and carried; the vote to approve the proposal for the installation of Mulch at a cost of \$4800.00 was unanimous.
- D. Plumbing-slab leak-the invoices for the slab leak at unit 21 as provided by JC Plumbing were reviewed and no further action was taken.
- E. A Resolution to record a Lien on the property with assessor parcel no., 398-330-16-58 if not paid per the due date on the intent to Lien Letter dated April 4, 2017 was made, seconded and carried unanimously.

REPORTS

- A. ACP February and March Maintenance Log were reviewed and no further action was taken.
- B. Landscape Inspection Report of April 13, 2017 was reviewed and all items were approved.
- C. The Board discussed the continued positive feedback on the Landscape service and the proposal for the brush removal on the hillside above the dog area. The board asked the manager to inquire about having goats come.

OPEN FORUM

Please see the sign-in sheet for attendees.

The next meeting will be held on June 22, 2017 at 6:30 pm at the Lakeside Community Center 9841 Vine Street Lakeside, CA 92014. It will be the 2017 Annual meeting of owners and election.

ADJOURNMENT

With no further business to come before the Board, upon a motion made, seconded and carried, the meeting was adjourned to Executive Session at 8:10 pm.

Respectfully submitted,
Lynn Robbins, CCAM
Community Association Manager

 Secretary 6/22/17
Attested Title Date