

**THE KNOLLS CONDOMINIUMS  
BOARD OF DIRECTORS MEETING  
JUNE 22, 2017  
REGULAR SESSION MINUTES**

A Meeting of the Board of Directors of the The Knolls Condominium HOA was called to order by Board Treasurer Michelle Hedding, at 6:42 p.m. at the Lakeside Community Center 9841 Vine Street Lakeside, CA 92014.

**Directors Present:**

Joann O'Donnell	Secretary
Michelle Hedding	Treasurer
John Cresap	Director

**Directors Absent:** Richard Gills President

**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 April 27, 2017. Upon a motion made, seconded and carried; the Board approved the Meeting Minutes as presented.

The Board reviewed the Executive Session Minutes of April 27, 2017. Upon a motion made, seconded and carried; the Board approved the Meeting Minutes as presented.

**FINANCIAL**

**Financial Reports**

The Board reviewed the Financial Reports for the periods ending as of April 30, 2017 and May 31, 2017. As of May 31, 2017, the Association had total assets of \$619,551.33. The Operating Account was \$79,004.38, the Reserve Accounts balance was \$525,646.19 and the Accounts Receivable balance was \$14,900.76. Pre-paid Income totaled \$12,881.15 for this period. Year to Date Income for this period was \$146,157.00 with Year to Date Expenses of \$144,926.00, resulting in a net gain of \$1,230.00.00 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. A motion was made, seconded and carried; to approve the following:

- a. Management can move forward creating three pool parking spots just north of the pool entrance. There will be more discussion on if it will be open or permit parking at a later date.

**NEW BUSINESS**

A. 2017 Draft Reserve Study was provided to the Board for review at the July meeting.

B. The annual insurance renewal as provided by Compton Insurance Agency (Farmers) was reviewed and upon a motion made, seconded and carried; approved at an annual cost of \$23,002.00.

C. The Board reviewed the estimate 1311 as provided by JC Plumbing & Heating for the repair of an underground leaking 1" water main at building 13802 and upon a motion made, seconded and carried; approved the proposal at a cost of \$1850.00.

D. The Board reviewed the invoice from Accurate Security Pros for the emergency work provided for the card reader at the pool gate. Due to the age and deterioration, the Alarm Lock was replaced with a Trilogy Cylindrical Lock (626) at a cost of \$2,819.47. Upon a motion made, seconded and carried; the work was approved.

E. The Board reviewed the "Annual Request for Owner Address/Contact Information" form that is required by Civil Code. Upon a motion made, seconded and carried; the Board approved the form to be mailed to membership as written.

**REPORTS**

A. Annual Pool Permit Renewal was reviewed and no further action was taken.

B. The Board discussed the Landscape service and noted that improvements were being seen, however keep all workers out of the dumpsters.

**OPEN FORUM**

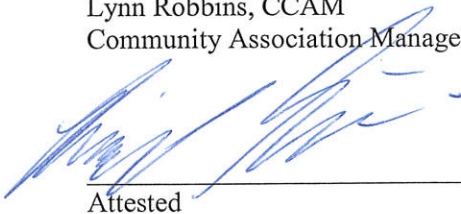
Please see the sign-in sheet for attendees.

The next meeting is schedule to be held on, July 20, 2017 at 6:30 pm at the Lakeside Community Center 9841 Vine Street Lakeside, CA 92014.

**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 7:40 p.m. at the Lakeside Community Center 9841 Vine Street Lakeside, CA 92014.

Respectfully submitted,  
Lynn Robbins, CCAM  
Community Association Manager

  
Attested

President  
Title

7/20/2017  
Date