

# *The Knolls Section 12*

## **Meeting Minutes**

**Meeting Date:** February 26, 2008

**Attended By:** Christie Bishop (Secretary), Robert Ackerman, Charlene VanMeter (President), Andre Barnes (Member-at-Large) and Homeowner

**Subject:** Board of Director's Meeting

**Call to Order:** 7:05 PM

**Approval of Minutes:** NA

### **General:**

- ☐ Robert Ackerman of Creative Management, Inc. is the new property manager for the Knolls Section 12.
- ☐ On the Green is a new contractor that has been hired to do grounds maintenance and snow removal.
- ☐ Andre Barnes volunteered to join the HOA board as the fourth member.

### **Financial:**

- ☐ The board for the Knolls Section 12 has approved Creative Management, Inc. (Robert Ackerman) as having the authority to open up reserve accounts for the association. Please include the following for the signature cards: Charlene VanMeter, Christy Bishop.
- ☐ The board approved the creation of two "reserve" funds: one specifically for the water structures and the other for more general maintenance.

### **Homeowners' Comments:**

- ☐ The parking situation near the intersection of Bellows and Nantucket has improved.
- ☐ Someone knocked down the Towing/no soliciting sign on Bellows & the sign is now missing. The sign on Danville was knocked down last summer, but Christy still has that sign. Robert will look into seeing what can be done to repair the signs.

### **ITEMS FOR DISCUSSION:**

#### **Grounds:**

- ☐ A walk through of the grounds will be conducted in early spring with the new property manager and contractor for grounds maintenance.
- ☐ A question was asked about having trees placed between Bellows and the new school as a buffer. This action is already on the books. We are waiting until the school is completed to see what the school does before proceeding. In the meantime, Robert got an estimate for two rows of trees which was ~\$4100 plus the cost of watering. There is also a nearby fire hydrant that can be used to water the trees, if necessary. In the Green (responsible for Grounds Maintenance) would meter the water for us.
- ☐ Last year, the board had discussed the possibility of putting up a gate or fence to block the foot traffic going behind the storm management pond. That discussion is being tabled for the present because foot traffic has fallen off and the area has become overgrown and difficult to use as a path.

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**Parking:** NA

**Pets:** NA

**Social:** Christy suggested that we hold another yard sale this year and possibly combine it with a picnic lunch afterwards. The suggestion was made to do flyers this time rather than just relying on the yahoo board. Early May was recommended as the timeframe.

**Architectural Report:**

- ☐ A homeowner who lives on Bellows brought up a concern about water pooling on the ground in the common area behind his home. The water from his drain is diverted into the common area where it accumulates and has created a “marshy” area that is a breeding ground for mosquitoes in the summer time. This area will be inspected during a walk-through of the property that will be conducted in the spring with the contractor doing grounds maintenance. A recommendation will be made at that time.

**Old Business:** NA

**New Business:** NA

**Next Meeting Date:** April 9, 2008

**Adjournment:** 8:00 PM

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Action Item	Assigned to	Due Date
Minutes from this meeting	Charlene	
Open a reserve account.	Robert	
Look into getting the Towing/No Soliciting sign replaced on Bellows & fixing the sign on Danville.	Robert	
Get quotes for planting evergreens between Bellows Court and the new school (when the school is completed.)	Robert	2/20/2008
Plan yard sale for May.	Christy	May