

## Knollwood Board of Directors Meeting Minutes January 8, 2025

The meeting was called to order at 6:31pm.

**Attendance:** Mike Drinkwater, Deb Neal, Debby Gomberg, Deena Poulsen, Joe Distel, Erin Ryser, Karen Wright, Lori Matlack. A Zoom invitation was sent by email to all residents so those who wanted to participate could do so.

### **Action Items:**

Minutes from December Board Meeting were approved via email on December 16, 2024.

December financials: Joe Distel moved to approve; Deena seconded. The financials were approved.

Vote to send a draft of minutes from the Annual Meeting to residents: Residents at the Annual Meeting asked that the minutes of that meeting be distributed to all residents soon after the meeting rather than waiting until November. Only a draft of those minutes can be sent out since those minutes can only be approved by a majority vote of the HOA members at the next Annual Meeting. Karen moved to approve sending the draft; Deb Neal seconded the motion. The motion passed. The secretary will distribute the draft minutes to the HOA.

### **Discussion Items:**

The grounds contractor is doing snow removal as needed. As a reminder, the normal amount of snow to which he responds is two inches or more, but if there is an expectation of ice, we can contact him to come out to remove any snow on roadways so they don't ice over. Since it takes a while to clear all streets, this can impact garbage pickup if this happens on the morning of pickup, since the Republic waste removal trucks don't handle snow and ice well. **As a reminder to all residents, if there is a snow storm forecast, vehicles in guest parking need to be moved to the east side of the clubhouse parking lot or the area in front of the clubhouse door.** Snow is stored at the south end of the clubhouse parking lot (as it is in guest parking areas), and Republic Services needs access to the recycling bin, so vehicles cannot be parked at the south end or on the west side near the recycle bin.

Renew Homes is continuing to perform common area maintenance as needed and authorized – this continues to be limited by budget shortfalls.

The roofing contractor was asked to clean gutters as best they could – late leaf fall impacted their ability to clean them thoroughly.

Discussion of insurance: Mike told the Board that Knollwood could reduce its insurance premium (which went up for this year) if we increased the HOA insurance deductible from the current amount of \$10,000. A \$25,000 deductible would result in about an \$8,000 savings for a whole year. Doing this, however, would also require all residents to raise their HO6 policy amount to the amount of the HOA deductible, or \$25,000. The unit owner insurance would then cover the first \$25,000 of costs for an insurable loss. The HOA's insurance would pay for the remainder if the total loss exceeded \$25,000. No decision was made. Shaina Markulin is looking into other insurance companies for the Board to see if more favorable rates are available from a different source. This item will be on the Feb. agenda.

Management Company: The Knollwood Board is considering hiring a management company to help with the day-to-day operations of our association, including accounting and maintenance management. We received three bids; one of the companies appears to be considerable higher in cost than the other two. Members of the Board will set up meetings with the two finalists to better understand details of each of the bids to determine which company will mesh best with our current procedures and provide the best service at the best cost. The management company would replace our current system of managing the HOA. This item will be on the Feb. agenda.

Neighborhood Reps: During the Annual Meeting, one of our residents recommended that we set up a system of “neighborhood reps” to serve as points of contact for our residents. For example, a representative might be assigned to each street to help residents with communication or with a variety of small maintenance issues. A committee made up of board members and residents will prepare a suggested list of responsibilities for these new roles. These recommendations will be presented at the Feb. meeting.

Update on Phase 4 and 5: As of today, five units have been sold. One owner has moved in, and another should close by the middle of January. Two more are under construction, and one is in the Ogden City construction permit process.

The meeting was adjourned at 7:30.

The next Board meeting will be Wednesday, February 12, 2025.

Respectfully submitted by Debby Gomberg.