

Knollwood Board Meeting Minutes June 23, 2026

The meeting was called to order at 6:38 pm

Attendance: Erin Ryser, Deb Neal, Debby Gomberg, Karen Wright, Nan Dantz, Allen Dantz. Joe Distel was excused.

Discussion Items:

Erin Ryser -

Reserve Study - Erin asked the Board to schedule an additional work session to develop a 5-year plan for maintenance based on the new reserve study. That meeting is set for 5:00 pm on July 22, just before the regular Board meeting.

Erin reminded the Board that our Annual HOA meeting is scheduled for September 26. We need to be prepared to send out all the budget information, regulatory changes, and ballots for the Board in advance of that meeting. Erin reminded the Board that she, Debby Gomberg and Karen Wright are up for re-election to the Board. If any of them do not wish to continue, please let Erin know as soon as possible so new applicants can be identified.

Erin asked for an update from the committee to update the CCRs, Bylaws and Administrative Rules and Regulations. A main goal of revisions is to modernize, consolidate, and update them so they are easier for all owners to access, read, and understand. Another important goal is to clearly define the responsibilities of both the HOA and individual owners. Our current documents contain several gray areas that can lead to confusion or differing interpretations. Clarifying those areas now will help provide consistency and avoid future issues for both owners and the Board.

Deb Neal -

Deb Neal reported that the maintenance requests posted by residents on the AppFolio are being assigned to the proper providers to make repairs for things like fences, street lights, paint, and fascia. There was a discussion about the need to clarify with Revive, the roofing company, to ensure they understand they need to put flashing around all sky lights as well as chimneys to prevent future leaks. Deb Neal said she will clarify that issue. She feels that the process for resolving our maintenance issues is working well with Welch Randall.

Deb will meet with Revive roofers in early July to make a final determination as to which units will be re-roofed this summer. She will notify unit owners if their roof will be done this fall.

Deb Neal also reported that the fire extinguishers will be inspected soon, possibly this week.

Debby Gomberg

Fire management - No updates were available

Chimney inspections - Debby provided a list of the residents who still need to schedule their chimney inspection. Only 14 units still need to be scheduled. Nan Dantz will arrange the inspection for the new owner of the unit on Quail. The inspections are going well. Erin asked that a complete list of exterior brick/mortar repairs with estimates for the cost of repair be ready for budget planning and the annual meeting in September.

Karen Wright -

Sprinkler update - Karen reported that Yard Masters are still repairing broken pipes and fixing other issues related to the irrigation system. It has been difficult, time consuming, and expensive, but she is still within her budget.

We are still looking for leaks that have been known to exist for a few years. Karen is hiring a plumber with a scope to try to find where the leaks are.

Tree removal still needs to be done. Nan Dantz is looking for a tree removal company that is reasonably priced to remove the dead trees.

She identified a problem, however. Some of the residents have put in their own sprinkling systems and adding their own timers that are not connected to the main system. These personal irrigation systems are actually in violation of our Knollwood rules and regulations since these modifications were never known to or approved by the Board. Also, any costs to repair these personal irrigation systems should be the responsibility of the unit owner, but the HOA has been paying for them. Erin asked the committee working on updating our CC&Rs to develop a plan for addressing this.

Overall, the Board agreed that the grounds are looking better than they have for a long time.

Joe Distel - Although Joe was excused from this meeting, he sent in a report stating that the contract for street repairs was signed, and the deposit was made. He's waiting for the company to schedule the dates for the work to be completed.

Nan Dantz -

Parking issues - The Knollwood Administrative Rules and Regulations state that owners will park their cars in their garages and if owners have a third driver with a third vehicle must obtain a parking variance. No long term parking in guest parking areas is allowed without approval from the Board. Violations, however, are occurring with large trucks and extra vehicles. Although the rules and regulations allow for fines for violations, the Board is looking at alternatives. In the mean time, cars in violation of the rules will be asked to park in the pool/clubhouse parking lot. Erin asked the committee working on updating the CC&Rs to develop a recommendation for a solution.

Street captains - The street captains continue to report things are going well and that Knollwood is looking better than ever. Nan may asked the street captains to assist unit owners with their chimney inspections and with signing up for AppFolio so they can effectively report maintenance issues.

Allen Dantz -

Pool - Allen reported that we still need more pool volunteers to open and close the pool. It generally takes 2 people for this work. Lots of people are enjoying the pool, and it is working well. He is operating with his budget.

Action Items:

Financials - There was a discussion about the expenditures during the month of May, and Deb Neal answered questions about some larger ones. Deb moved to approve the May financials, and Erin seconded the motion. The motion passed.

Electronic vote to approve the May Board Meeting Minutes - The minutes were approved by the Board by electronic vote on June 2, 2026. The minutes were distributed to the unit owners.

Electronic vote to approve the May Special Board Meeting minutes - Special Board meeting are held to discuss issues related to specific individual Unit owners. For reasons of privacy, these meetings are not open to the public. The minutes for the May Special Board Meeting were approved on June 7, 2026.

Electronic vote to approve request for landscape and fence plan - Approval was requested for Lot 74 in phase 4 for a plan for landscaping and to move a fence from its original placement. The plan originally had a fire pit in the landscaping plan, but that was deemed to dangerous for fire issues. After the owners removed the fire pit from the plan the request was made. The Board approved the amended plan on June 12, 2026.

The meeting was adjourned at 7:46 pm.

Account Totals as of the end of May:

Checking Account - \$101,528.52

Savings Account - \$83,975.59

Reserve Account - \$81,137.72

CDs - \$155, 181.04

The next meeting will be held, Wednesday, July 22, at 6:30 pm at Karen Wright's house.

Erin Ryser, President

Joe Distel, Vice President

Deb Neal, Treasurer

Debby Gomberg, Secretary

Karen Wright, Member

Nan Dantz, Member

Allen Dantz, Member

Announcements:

A Shout Out to Lucy Lin and Debbie Fitzgerald for their help with beautiful flower beds in common areas.

We need volunteers to help with the pool. We will provide a quick training session the first morning so you'll know what to do and how.

Reminder to report all sprinkler and irrigation issues to Karen Wright. Please place a flag on the ground where to show where the problem is. The white flags are located in the clubhouse. Please return the flag when the problem is resolved.

Reminder that \$3000 Roof assessment is due September 1. Thanks to all who have made full or partial payments.

Garbage will be Saturday this week, not Friday, due to the Fourth of July holiday.