

**The Knolls Property Owners Association**  
**Board of Directors Meeting – Kickoff for 2025–2026 Term**  
**Monday, July 7, 2025 | 5:30PM Social, 6:00 PM Meeting**  
**Hosted by Stewart Osgood and Amy Erickson**  
**176 East Highline Drive, The Knolls**

**Meeting Agenda**

**1. Welcome & Introductions**

- Opening remarks and purpose of meeting
- Introductions of Board members and attendees

**2. Establish Quorum**

- Confirm a majority of Board members are present

**3. Open Forum**

- Property owners are invited to share questions or comments
- Each speaker will have up to 3 minutes

**4. Board Position Descriptions**

- Overview and discussion of proposed Board and committee role descriptions
- Motion to approve final versions

**5. Board & Committee Appointments**

- Nominations for officer and committee chair roles (Board members only)
- Discussion and vote (Board members only)
- Confirm term expiration dates for all Board members

**6. Architectural Control Committee (ACC) Update – Presented by Mark Pelley**

- Status of recent ACC requests and new construction
- Update on RV/trailer screening guidelines

**7. Streets & Common Areas (S/CA) Update – Presented by Mark Pelley**

- Maintenance updates and current projects in shared areas

**8. Treasurer's Report – Presented by Jan Mason or Board Designee**

- Review of 2024 financials
- Discussion of 2025 proposed budget, dues, and assessments
- Status of tax-exempt filing

**9. Old Business**

- *Firewise Certification Update* – Presented by Bill Davis

**10. New Business**

- Website: layout ideas, content, and volunteers – Led by Whitney Fentress
- Email addresses for Board communication
- Fire Safety: current restrictions (Stage 2) and homeowner responsibilities

**11. Adjournment**

- Confirm next meeting date
- Thank the hosts and all attendees

**12. Executive Session (Board Members Only)**

- Closed session for Board discussion
- All non-Board attendees will be asked to excuse themselves