

PARKWOOD ASSOCIATION
BOARD OF DIRECTORS MEETING

October 9, 2019

Minutes

1. CALL TO ORDER & ESTABLISHMENT OF A QUORUM

The meeting was called to order at 5:51PM. Board members present were Peter Hunt, Dan Matsui, Hans Scheurer and Carol Thorpe; therefore a quorum was present. Art Chapman was absent. Darleen Reed with Equus Management Group was also present.

2. MEMBERS FORUM

None at this time.

3. APPROVAL OF SEPTEMBER 11, 2019 MINUTES

Mr. Matsui moved to approve the minutes from September 11, 2019. Upon Mr Hunt seconding the motion, it passed unanimously.

4. REPORTS:

a. Architectural Requests; Work Orders
None

b. Maintenance Report

Robert reported he contacted SNC about the sink hole on Ann Marie. The repair should be covered under the warranty. A homeowner stated the concrete apron in front of her garage is not level and is causing water to go under the garage door into her garage. Robert will check the downspout to see if it needs adjusting to solve the problem.

c. Management Report

Darleen gave her report.

d. Social Committee

The Christmas party will be held on December 8, 2019 at 5pm. There is a budget of \$300.

e. Safety & Security Committee

Mr. Matsui went over the results of the parking poll and discussed the proposed fine policy and towing. This is still an ongoing item to be left on the agenda.

f. Landscape Committee

Mr. Hunt stated they are moving ahead on Clyde Court with plantings between the driveways and areas up to doors. After They complete Clyde Court, they will move on to another street. Mr. Hunt moved to approve a \$500 maximum budget for plants. Mr. Matsui seconded the unanimously passed motion.

Shrubs are hanging over the fence on Ruth Court. Robert will send Darleen a list of addresses to send letters to owners. Also, all owners need to be notified to prune trees if limbs are touching the roofs with a deadline date for the work to be completed by the owner or the HOA will have it done and bill back the owner.

Mr. Hunt will send the Board the bids he is obtaining to repair the brick wall at Clyde & Millbrook.

Mr. Hunt asked about approving Leslie Lyles to evaluate the trees. The Board will take this under consideration but did not approve the expense.

g. President's Report

Mr. Scheurer stated there is currently nothing to report regarding EBMC at this time. Irrigation will be turned off in late October.

h. Treasurer's Report

Ms. Thorpe reported the Association's finances are in good condition.

5. FINANCIALS:

Approval of Unaudited Financials for July, August & September 2019

The Executive Board then reviewed the following financial information as required in NRS 116.31083:

1. Current year-to-date financial statement of the association;
2. A current year-to-date schedule of revenues and expenses for the operating account and the reserve account, compared to the budget for those accounts;
3. A current reconciliation of the operating account of the association;
4. A current reconciliation of the reserve account of the association;
5. The latest account statements prepared by the financial institution in which the accounts of the association are maintained; and
6. The current status of any civil action or claim submitted to arbitration or mediation in which the association is a party.

Mr. Hunt moved to approve the financials and Mr. Matsui seconded the unanimously passed motion.

6. UNFINISHED BUSINESS:

a. Separation from EBMC

Nothing new at this time.

b. Review & Possible Approval of Bid for Tree Maintenance

Will have for the November meeting.

c. Review & Possible Approval of Parking Rules & Regulations After Poll Results

There is still a need to clarify the rules on this before voting on them and enforcing them.

d. Review & Possible Approval of Towing Services

Contract was signed with authorized persons to sign for towing: Hans Scheurer, Carol Thorpe, Dan Matsui, Robert Lipari and Darleen. Darleen will send them the contract.

7. NEW BUSINESS:

a. Discussion and Possible Approval of New Collection Policy

Mr. Matsui moved to approve the collection policy. Mr. Hunt seconded the motion which passed unanimously.

b. Select details for Christmas party

The Christmas party will be December 8, 2019 at 5pm. Mr. Hunt moved to approve a budget of \$300 for expenses. Upon Mr. Matsui seconding the motion, it passed unanimously.

8. ANNOUNCEMENTS

Ms. Thorpe announced AARP is sponsoring a document shredding on October 12, 2019 at the Atlantis.

9. NEXT BOARD OF DIRECTORS MEETING DATE: November 13, 2019

10. MEMBER'S FORUM

Ms. Lipari stated she will not be able to send out a quarterly newsletter at this time.

11. ADJOURNMENT

The meeting was adjourned at 6:40pm.

Certified by:

Dan Matsui, Secretary for Parkwood HOA Board of Directors