

PARKWOOD HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

January 17, 2020

Minutes

1. CALL TO ORDER & ESTABLISHMENT OF A QUORUM

The meeting was called to order at 5:15pm. Board members present were Art Chapman, Peter Hunt, Dan Matsui, Hans Scheurer and Carol Thorpe; therefore a quorum was present. Darleen Reed with Equus Management Group was also present.

2. MEMBERS FORUM

None

3. APPROVAL OF October 14 & November 13, 2019 MINUTES

Mr. Matsui moved to approve the minutes from October 14, 2019 and Ms. Thorpe seconded the unanimously passed motion.

Ms. Thorpe moved to approve the minutes from November 13, 2019. Upon Mr. Hunt seconding the motion, it passed unanimously.

4. REPORTS:

a. Architectural Requests; Work Orders

Robert reported there was nothing turned in.

b. Maintenance Report

The only requests were for lights bulbs to be changed.

c. Management Report

Darleen presented her report

d. Social Committee

The Christmas party was excellent and many thanks were given to all who helped to make the party a success.

e. Safety & Security Committee

Mr. Matsui reported they were working on many projects at this time; a fine schedule, a new fine policy and parking rules & regulations. He would like to have the parking survey results posted on the VMS website.

Mr. Matsui also reported there have been security incidents and would like them to be posted on the website when a report is sent in as well as to send the Board notification of any issues. Also mentioned is there are strangers jumping over fences into backyards.

The Board would like for Milne Towing to attend the February meeting to discuss towing regulations.

f. Landscape Committee

There is no planting now but the project will start again in the spring and will be completed one street at a time. Darleen offered to send Mr. Hunt a plant list for this area.

Mr. Hunt is still working to organize any tree work to be done from the two companies he received reports from.

g. President's Report

Mr. Scheurer stated the Board is looking into modifying Newmarker's Landscape contract to state the shrubs shall be pruned in a manner that is horticulturally correct.

He also informed the members everyone who has a balance owing on their Special Reserve Assessment will be receiving a statement so they will be sure to have their payment in by the June 30, 2020 deadline.

g. Treasurer's Report

Ms. Thorpe reported all expenses appeared to be in order. The November 30, 2019 operating account balance was \$42, 976 with the reserve account balance at \$366,652.

5. FINANCIALS:

Approval of Unaudited Financials for November 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.

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

6. UNFINISHED BUSINESS:

a. Review & Possible Approval of Bid for Tree Maintenance

Mr. Hunt is still working to organize any tree work to be done from the two companies he received reports from.

b. Review & Possible Approval of Parking Rules & Regulations

This will be ready for presentation at the February 12, 2020 meeting.

c. Discussion Regarding Fog Seal vs Gilsonite GSB78 Oil Based Sealer

Darleen is obtaining bids from all companies previously asked for FOG seal bids to send in bids for Gilsonite GSB78 Oil Based Sealer. Bids are to be ready for the February 12th meeting.

7. NEW BUSINESS:

a. Discussion & Possible Approval of New Reserve Study

The annual reserve study review should be ready for approval at the February 12, 2020 meeting.

8. ANNOUNCEMENTS

Item discussed:

Agendas are emailed to all who have an email address attached to their account.

Newmarker has not been cleaning out side of the gate by 304 Lorraine however Robert has cleaned it up and is placing rocks in the area to help keep it looking nice.

The water leak at 455 Shady Lane Ct. has been repaired.

A homeowner volunteered to deliver safety flyers once they were ready.

Non-residents are wondering throughout the Association. Everyone should pay special attention to dark areas.

Ms. Lipari will have a newsletter out at the end of January.

Renters are often not aware of the Association's CC&Rs or rules & regulations due to the Unit owner not informing them.

Anyone can view the Parkwood HOA website by accessing www.parkwoodreno.org.

Tim York announced he overhauled the HOA's computer recently and it will run faster now.

9. ADJOURNMENT

The meeting was adjourned at 6:00pm.

Certified by:

Dan Matsui, Secretary for Parkwood HOA Board of Directors