

# PARKWOOD HOMEOWNERS ASSOCIATION

## BOARD OF DIRECTORS MEETING

October 13, 2020

Minutes

### 1. **CALL TO ORDER & ESTABLISHMENT OF A QUORUM**

The meeting was called to order at 5:15 pm. Board members present were President; Hans Scheurer, Vice President; Dan Matsui, Treasurer; Carol Thorpe, and Secretary; Kate High; therefore a quorum was present. Kirsten McElveney with Equus Management Group were also present.

### 2. **MEMBERS FORUM**

None at this time.

### 3. **APPROVAL OF July 15, August 12, & September 16, 2020 MINUTES**

Carol Thorpe motioned to approve the August 12 & September 16, 2020 minutes. Dan Matsui seconded the motion. Motion unanimously approved by the board.

### 4. **REPORTS:**

#### **A. Architectural Requests**

None at this time.

#### **B. Maintenance Report; Work**

Robert Lipari reported that the new floor in the gym is being reaserched. Robert also reported another option for industrial gym equipment which he will follow up on by the next meeting.

#### **C. Management Report**

Kirsten McElveney reported little progress with the new parking regulations and requested permission to look at other towing companies for enforcement.

#### **D. Social Committee**

None at this time.

#### **E. Safety & Security Committee**

None at this time.

#### **F. Landscape Committee**

None at this time.

#### **G. President's Report**

Hans Schreiber reported the new parking rules in effect, and the pool closing.

#### **H. Treasurer's Report**

Carol Thorpe informed the homeowners of the current financial status of the association.

### 5. **FINANCIALS:**

#### **A. Unaudited Financials for July & August 2020**

Kate High motioned to approve the Unaudited Financials for July & August 2020. Dan Matsui seconded the motion. Motion unanimously approved by the board.

#### **B. Expiring CD Options**

Carol Thorpe motioned to table this item and to make the final decision via email after a conference with Jeff Gardner regarding current CD options.

### 6. **UNFINISHED BUSINESS:**

#### **A. Job Description for Maintenance Supervisor**

Carol Thorpe motioned to approve the Job Description for Maintenance Supervisor. Dan Matsui seconded the motion. Motion unanimously approved by the board.

# PARKWOOD HOMEOWNERS ASSOCIATION

**B. Exercise Equipment**

Please refer to item 4. b.

**7. NEW BUSINESS:**

**A. Bids for Painting**

The board reviewed 4 bids:

Legacy Painting: \$75,240.00

Certa Pros: \$59,090.00

Don Duprey Painting: \$169,200.00

Traveling Toolbox: \$85,774.08

Item was tabled.

**B. Bids for Tree Removal/Maintenance**

Management will send other contractor's copy of trees from Battle Born Tree Care for an "Apples to Apples" bid.

**C. Bids for FOB Entry Pool/Clubhouse**

Item was tabled.

**D. Bids for 2021 Tax/Audit**

Kate High motioned to approve the tax/audit contract from Gene Clawson. Dan Matsui seconded the motion. Carol Thorpe did not approve the motion. Motion approved by Kate High, Dan Matsui, and Hans Scheurer.

**E. NRS 116.31184 – Anti-bullying & Harassment Resolution**

Item was tabled

**F. Estate Sale at 4307 Clyde Court**

Item was tabled

**G. Trip Hazard Report from Precision Concrete Cutting**

Item was tabled. Management/board will schedule walk-thru of Trip Hazard sheet to remove any unnecessary items from the bid.

**8. ANNOUNCEMENTS**

None at this time.

**9. NEXT BOARD OF DIRECTORS MEETING DATE: November 10, 2020**

**10. MEMBER'S FORUM**

None at this time.

**11. ADJOURNMENT**

The meeting was adjourned at 6:57 pm.

Certified by:

---

Catherine High, Secretary for Parkwood HOA Board of Directors

# **PARKWOOD HOMEOWNERS ASSOCIATION**

5480 Reno Corporate Drive \* Suite 100 \* Reno \* NV \* 89511  
(775) 852-2224 \* E-mail [KIRSTEN@EquusManagement.Com](mailto:KIRSTEN@EquusManagement.Com)