

# PARKWOOD HOMEOWNERS ASSOCIATION

## BOARD OF DIRECTORS MEETING

June 8, 2021

Minutes

**Held via: Go To Meeting – Due to Covid-19**

**Board Members Present:**  
**President; Hans Scheurer**  
**Vice President; Dan Matsui**  
**Treasurer; Carol Thorpe**  
**Secretary; Kate High**  
**Director; Sheryl Lipari**

**Absent: None**

**Equus: Kirsten McElveney – Provisional Community Manager**

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

The meeting was called to order at 5:15 pm and held Via GoToMeeting due to Covid-19. Board members present were President; Hans Scheurer, Vice President; Dan Matsui, Treasurer; Carol Thorpe; Secretary; Kate High, and Director; Sheryl Lipari therefore a quorum was present. Kirsten McElveney with Equus Management Group was also present and recording the meeting.

### **2. MEMBERS FORUM**

Kate High suggested a Movie Night at the clubhouse be considered by the board for the residents.

### **3. APPROVAL OF MAY 11, 2021 MINUTES**

Carol Thorpe moved to approve the May 11, 2021 minutes as written. Dan Matsui seconded the motion. Motion approved unanimously.

### **4. REPORTS:**

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

No ARC's submitted.

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

Maintenance Supervisor - Robert Lipari reported the following:

- Dunseath finished installing the new locks.
- A water leak on Ruth was repaired by TMWA.
- NV Energy came by Parkwood to access the gas mains for replacement down to one gas main opposed to the current four at Parkwood.
- Lee Joseph has not completed the pool heater install do to a miss order on their part.
- CAD sprayed the association on 6/8/21.

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

- Management reported 3 separate visits for the juniper removal bid requests.
- Parking violations are ongoing but getting better.
- Management is researching Battle Born Tree Cares performance.

# PARKWOOD HOMEOWNERS ASSOCIATION

## **D. Social Committee**

- Sheri Lipari and Carol Thorpe reported a possible pot luck on September 12<sup>th</sup> being combined with a movie night.

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

No reports/updates at this time.

## **F. Landscape Committee**

Sheryl Lipari announced a walk-thru meeting for the 22<sup>nd</sup> of June for the Landscaping Committee.

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

- Hans indicated he himself is trying to replace some plants at his home and is having difficulty due to the lack of supplies available.

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

Carol Thorpe presented the March, 2021 financials for Parkwood:

- Operating balance for March, 2021 was \$47,922.00.
- Reserve balance for March, 2021 was \$548,678.00.

## **5. FINANCIALS:**

### **A. Unaudited Financials for March 2021**

Carol Thorpe moved to accept the Unaudited Financials for March, 2021. Kate High seconded the motion. Motion approved unanimously.

## **6. UNFINISHED BUSINESS:**

### **A. Procedure to Re-Open Clubhouse**

Hans communicated that the new keys need to be issued beforehand. Hans communicated that if the Governor follows through on relaxing the Social Distancing, and Mask Mandate the opening may be as early as July 1, 2021.

### **B. New Gym Equipment (Reserve Item)**

Carol Thorpe moved to approve exercise equipment purchased on 6/7/21 from Sparks Fitness for the amount of \$11,055.46; which includes 2 new treadmills priced at \$3,699.00 each and a recumbent bike for the price of \$2299.00.

### **C. Procedure to Issue New Keys for Gym/Pool/Tennis Court (Reserve Item)**

This item has been completed prior to the meeting – Item Dismissed.

### **D. Trip Hazard Report from Precision Concrete Cutting (Discussion to continue in spring of 2021) (Reserve Item)**

A revised board was presented to the board in the amount of \$4,009.38. Carol Thorpe moved to approve the revised bid presented by Precision Concrete Cutting in the amount of \$4,009.38. Sheri Lipari seconded the motion. Motion approved unanimously.

### **E. Review the work done by "Battle Born"**

Carol Thorpe moved to table the item. Sheri Lipari seconded the motion. Motion approved unanimously.

## **7. NEW BUSINESS**

### **A. Open Bids to Remove Junipers Throughout the Association (Reserve Item)**

- Omega Landscape Solutions bid \$19,216.00
- Newmarker Lawn & Garden bid \$14,889.00

# PARKWOOD HOMEOWNERS ASSOCIATION

- T & T Lawns Plus bid \$13,313.00

Carol Thorpe moved to table the item and have the board make a final decision over email, so all board members may further review the differences in each submitted bid.

**B. Update the Specifications for Tree Maintenance**

Carol Thorpe moved to table the item. Kate High seconded the motion. Motion approved unanimously.

**8. ANNOUNCEMENTS**

None at this time.

**9. NEXT BOARD OF DIRECTORS MEETING DATE:**

July 13, 2021

**10. MEMBER'S FORUM**

No comments were made by homeowners.

**11. ADJOURNMENT**

Carol Thorpe moved to adjourn the meeting at 5:58 pm. Sheryl Lipari seconded the motion. Motion approved unanimously.

Certified by:

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Catherine High, Secretary for Parkwood HOA Board of Directors