

PARKWOOD HOMEOWNERS ASSOCIATION

Board of Directors

Carol Thorpe, **President**
Sheryl Lipari, **Vice President**
Keith Shellhamer, **Director**
Dan Matsui, **Secretary**
Karen Sabo, **Director**

Professionally Managed by Equus Mgmt.
5480 Reno Corporate Dr. #100
Reno, NV 89511

Phone: 775-852-2224 – Fax: 775-852-4901
Ryan Dominguez- CAM
Email: Ryan@equusmanagement.com

AUGUST 9, 2022 BOARD OF DIRECTORS MEETING MINUTES

1. CALL TO ORDER & ESTABLISHMENT OF A QUORUM

- a. The meeting was called to order at 5:20pm and all were present

2. MEMBERS FORUM:

- a. Nancy McDonald mentioned that crab grass is taking over in some of the common areas. Sherry reported that Newmarker did not apply pre emergent before their contract ended.

3. APPROVAL OF JULY 12, 2022 MINUTES

- a. Karen made a motion to approve the July 12th meeting minutes, Sherry seconded and all were in favor.

4. REPORTS:

- A. Maintenance Report
 - a. No Report this meeting.
- B. Management Report
 - a. Ryan talked about interactions with owners related to many topics. Insurance claim was done for leaks in the clubhouse.
- C. Social Committee
 - a. None
- D. Safety & Security Committee
 - a. None
- E. Landscape Committee
 - a. Sherry reported that the birch trees that were dying in the community have been removed and that the landscaping committee will be doing a 'branch' audit of the community to identify low lying branches that may need to be removed.
- F. President's Report
 - a. Carol appreciated all of the efforts by committees for their hard work. Carol will be looking at the clubhouse repairs with Ryan.
- G. Treasurer's Report
 - a. Carol reported on the state of the latest financials.

5. FINANCIALS:

- A. **Action Item:** Consider/Accept: Most Recent Unaudited Financials
 - a. Dan made a motion to accept the latest unaudited financials, Keith seconded and all were in favor.

6. UNFINISHED BUSINESS:

- A. **Action Item:** Henry Court Tree Issue
 - a. Ryan reported on where things stand with this issue. Landscapers are going to come and take care of the root that is causing problems.
- B. **Action Item:** Skylight Update
 - a. The skylight leaked during the most recent storm and caused damage in the clubhouse. An insurance claim has been made.
- C. **Action Item:** Octavia Fence Update
 - a. The fence work has been done.
- D. **Action Item:** Scott Roofing Update
 - a. Bids were received but needed minor editing in the bill to and signature locations. Karen made a motion to accept the bids with the required edits. Keith seconded and all were in favor. Motion passed unanimously.
- E. **Action Item:** Roof Max
 - a. Sherry motioned to no longer consider the Roof Max proposal. Keith seconded and all were in favor. Motion passed
- F. **Action Item:** 2022-2023 Management Contract
 - a. Sherry made a motion to accept the 2022-2023 management contract. Karen seconded and all were in favor.

7. NEW BUSINESS:

A. Action Item: Notification for board members

- a. Ryan will email board with timeline

B. Action Item: Landscape Replacement Bids / Maintenance Contract

- a. Sherry made a motion to approve the replacement bids and maintenance contract with edits. Karen seconded and all were in favor.

8. ANNOUNCEMENTS

9. NEXT BOARD OF DIRECTORS MEETING DATE:

- a. September 13 at 5:15pm.

10. MEMBER'S FORUM: (Open Forum)

- a. An owner requested that her rhododendrons do not get cut. Another owner requested that the Angela gate be opened during road construction.

11. ADJOURNMENT

Action Item

- a. Dan made a motion to adjourn the meeting at 6:17pm, Keith seconded and all were in favor.

"The official Parkwood Association website is www.parkwoodreno.org, where all public documents are available."