

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

PARKWOOD
HOMEOWNERS
ASSOCIATION

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BOARD OF DIRECTORS MEETING MINUTES
Tuesday January 10, 2022

1. CALL TO ORDER & ESTABLISHMENT OF A QUORUM

- a. The meeting was called to order at 5:15pm and all board members were present. Ryan Dominguez and Joele Decker were present for Equus.

2. MEMBERS FORUM

- a. An owner is interested in installing solar on his roof and is also interested in being on the solar committee.

3. APPROVAL OF NOVEMBER 15, 2022 MINUTES

- a. Karen made a motion to approve the November Meeting minutes. Dan seconded and all were in favor.

4. REPORTS:

- A. Maintenance Report – Robert talked about snow, trees and leak issues. There is a chimney that is giving some issues. Dryer vent inspections. The safety committee could be involved in this inspection. Gutters and a tree that fell on Baker from the HOA. Fence work on Baker still needs to be addressed with the owners who have vines growing on the fences.
- B. Management Report – Ryan brought up buying a vehicle for the property that can handle a small plow.
- C. Social Committee – January 14th Potluck scheduled
- D. Safety & Security Committee – Dan talked about a couple of lights that need replacement in the community. He also talked about making changes to the rules and regulations. Dan will put something together that can be sent to Gayle to review. **Dan made a motion** to send a list of items to Gayle for review. Karen seconded and all were in favor.
- E. Landscape Committee – It was reported that there have been a lot of tree limb removals.
- F. President's Report – Skipped
- G. Treasurer's Report – Caro reported that all the numbers are in line. She suggested that we need to get with Mary Jo to get our 5-year reserve study completed.

5. FINANCIALS:

- A. **Action Item:** Most Recent Unaudited Financials – Karen made a motion to approve the latest un audited financials. Keith seconded and all were in favor.

6. UNFINISHED BUSINESS:

- A. **Action Item:** Update on roof repairs / leaks – Repairs are done on Lorraine and Rose Garden along with a home on Millbrook.
- B. **Action Item:** Update on fall tree trimming completion – Still need to go through the list to make sure all areas are completed.
- C. **Action Item:** Update on fence damage to Baker Place – This was addressed above in Roberts Maintenance report.
- D. **Action Item:** Update on 5 decks approved for repairs – Waiting for weather to improve.
- E. **Action Item:** Clubhouse paint bid approval via emailed unanimous consent. – Approved via email and ratified at this meeting.

7. NEW BUSINESS:

- A. **Action Item:** Review / Approve fencing bids – The board will discuss via email. Gathering more bids.
- B. **Action Item:** Review / Approve June 2021 -2022 yearend financial audit – Karen made a motion to table to February. Keith

seconded and all were in favor.

- C. **Action Item:** Review / Approve pool filtration sand replacement bid – Karen made a motion to approve and carol seconded. All were in favor .
 - D. **Action Item:** Review / Approve pool valve bid – Carol made a motion to approve the bid and Karen seconded. All were in favor.
 - E. **Action Item:** Review /Approve pool heater bid – This will move to the February Meeting.
 - F. **Action Item:** Formation of committee(s) to begin work on CC&R’s and Rules and Regulations (Entire documents) – Dan will head up a committee to investigate Governing Document edits.
 - F. **Action Item:** Formation of committee to address community solar requests and needed requirements – Ryan has been asked to have Gayle provide a solar policy.
8. **ANNOUNCEMENTS- Game** Night on Saturday January 14, 2023 @ 5:00 PM in Clubhouse. (Potluck / BYOB)
9. **NEXT BOARD OF DIRECTORS MEETING DATE:** March 14, 2023
10. **MEMBER’S FORUM** – An owner wanted to make sure a solar policy will be implemented. Another owner complimented on the state of the clubhouse repairs.
11. **ADJOURNMENT** – Carol made a motion to adjourn the meeting at 6”13pm. Karen seconded and all were in favor.

Board Member Signature : _____