

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

# PARKWOOD HOMEOWNERS ASSOCIATION

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](mailto:Ryan@equusmanagement.com)

## June 14, 2022 Meeting Minutes

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

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

### 2. **MEMBERS FORUM:** (Items on the agenda only) - None

### 3. **APPROVAL OF May 10, 2022 MINUTES**

- a. Keith made a motion to approve the May 2022 meeting minutes. Karen seconded – All were in favor

### 4. **REPORTS:**

- A. Maintenance Report
  - a. Robert reported on fences, pool equipment issues, bug spraying, tree treatments and AC issues in the clubhouse.
- B. Management Report
  - a. Ryan talked about interactions with owners related to many topics.
- C. Social Committee
  - a. The BBQ was well attended
- D. Safety & Security Committee
  - a. Issues with travel trailer on Baker. The more residents that call reno direct to complain the better.
- E. Landscape Committee
  - a. A list of locations has been identified for shrub replacements. Talked about doing away with Rhododendrons.
- F. President's Report
  - a. Carol thanked everyone for their hard work at the BBQ. Thanked the committees.
- G. Treasurer's Report
  - a. Carol reported on the latest financials

### 5. **FINANCIALS:**

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

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

- A. **Action Item:** Update on Clubhouse Skylight
  - a. There was no information to report
- B. **Action Item:** Update on Henry Court Tree Issue
  - a. Ryan is following up on this.
- C. **Action Item:** Consider/Approve: Reserve Study
  - a. This item was tabled
- D. **Action Item:** Consider/Approve: Roof Max Proposal
  - a. The board has asked for a revised bid

### 7. **NEW BUSINESS:**

- E. **Action Item:** Consider/Approve: Fence Style Discussion
  - a. The board discussed the different style options that could be used. This item was tabled so the board could review the choices prior to deciding.

### 8. **ANNOUNCEMENTS**

### 9. **NEXT BOARD OF DIRECTORS MEETING DATE:** July 12, 2022

### 10. **MEMBER'S FORUM:** (Open Forum)

*Open forum is a period devoted to all comments by unit owners and discussion of those comments. Comments limited to 3-minutes per person.*

## **11. ADJOURNMENT**

## **Action Item**

- a. Karen made a motion to adjourn at 6:15pm – Dan seconded – All in favor.

**An Executive Session meeting may be held after the General Meeting to discuss delinquencies, CC&R violations and any legal issues pursuant to NRS 116.**

*The agenda of the meeting of the executive board must comply with the provisions of [NRS 116.3108](#). Unit owner have the right to: Have a copy of the audio recording, the minutes or a summary of the minutes of the meeting provided to the unit's owner upon request, in electronic format at no charge to the unit's owner or, if the association is unable to provide the copy or summary in electronic format, in paper format at a cost not to exceed 25 cents per page for the first 10 pages, and 10 cents per page thereafter, speak to the association or executive board, unless the executive board is meeting in executive session. Please address with management company.*

*"The official Parkwood Association website is [www.parkwoodreno.org](http://www.parkwoodreno.org), where all public documents are available."*