

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

PARKWOOD
HOMEOWNERS
ASSOCIATION

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BOARD OF DIRECTORS MEETING MINUTES
Wednesday October 26, 2022
5:16 PM
MEETING PLACE: Parkwood HOA Clubhouse

1. CALL TO ORDER & ESTABLISHMENT OF A QUORUM

- a. The meeting was called to order at 5:16pm. All were present other than Keith Shellhamer.

2. MEMBERS FORUM: (Items on the agenda only)

- a. None

3. APPROVAL OF September 13, 2022 MINUTES

- a. Sherry made a motion to approve the September 13th meeting minutes. Karen seconded and all were in favor.

4. REPORTS:

A. Maintenance Report

- a. Robert reported that the skylight replacement / repair is completed. The pool has been closed and road work outside the property will be done by this Friday.

B. Management Report

- a. Ryan talked about interactions with owners related to many topics.

C. Social Committee

- a. Sherry reported that there will be a Christmas party on December 11th. More details forthcoming.

D. Safety & Security Committee

- a. None

E. Landscape Committee

- a. Sherry reported that the landscaping projects have been completed for the year and the rest of the streets will be completed next year. Final fall pruning will happen soon. The do not cut list was sent out again.

F. President's Report

- a. None

G. Treasurer's Report

- a. Carol reported on the latest unaudited financials

5. FINANCIALS:

A. Action Item: Most Recent Unaudited Financials

- a. Dan made a motion to accept the latest unaudited financials (September). Sherry seconded and all were in favor.

6. UNFINISHED BUSINESS:

A. Action Item: Clubhouse Roof Repair

- a. Done

B. Action Item: 4165 Deck Repair

- a. Done

C. Action Item: Other Decks Needing Repair

- a. Sherry made a motion to approve the APS bid of \$2375 to add 2 drains to 5 decks. Dan seconded and all were in favor.

D. Action Item: Fence Update

- a. Robert talked about where things stand on this project. Need to finish Baker

7. NEW BUSINESS:

A. Action Item: Clubhouse Floor Repair Bids

- a. Karen made a motion to accept the APS bid to complete the floor. Sherry seconded and all were in favor.

B. Action Item: Clubhouse Painting Bids

- a. This item is postponed until we can see if the roof leaks after the sky light replacement.

C. Action Item: Fall Tree Pruning

- a. Dan made a motion to approve the bid from Sunlight. Karen seconded and all were in favor.

D. Action Item: Heater Replacement

- a. Karen made a motion to table this item to February. Sherry seconded and all were in favor.
- E. Action Item:** Discussion on Baker Fencing
 - a. The fence is starting to fall over. The board asked that a letter be sent to the Baker street owners to ask them to remove the vines from the fence so it can be repaired / replaced.
- F. Action Item:** Do Not Cut List
 - a. The board asked Ryan to send the do not cut letter out to the owners.

8. ANNOUNCEMENTS

- a. None

9. NEXT BOARD OF DIRECTORS MEETING DATE: November 15, 2022

10. MEMBER'S FORUM: (Open Forum)

- a. An owner asked about the paint lines on the tennis court and that they are in need of paint.
- b. An owner commented on how hard the LS committee is working
- c. Tim asked if a map could be given to the landscapers with the do not cut homes on it.

11. ADJOURNMENT

- a. Dan made a motion to adjourn the meeting at 5:49pm. Sherry seconded and all were in favor.

Board Member Signature _____