

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

PARKWOOD HOMEOWNERS ASSOCIATION

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Jailyn Rogers
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BOARD OF DIRECTORS MEETING MINUTES Tuesday April 11, 2023

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

The Parkwood Board of Directors meeting was called to order at 5:16PM. Dan Matsui, Daniel Morley, Carol Thorpe, and Sheryl Lipari were present. Keith Shellhamer was absent. Jeff Gardner and Jailyn Rogers from Equus Management were present. Management was recording the meeting.

Carol Thorpe motioned to add an emergency agenda item for action to be taken on the broken tennis court fencing due to wind damage that presents a health, safety, welfare issue to the community. Dan Matsui seconded the motion. Motion carried all in favor

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

- Update on solar regulations

3. **APPROVAL OF MARCH 14, 2023 MINUTES**

Carol Thorpe motioned to approve the March 14, 2023 board meeting minutes as presented. Dan Matsui seconded the motion. Motion carried all in favor.

4. **REPORTS:**

A. **Maintenance Report**

Robert Lipari has reported that he will get a quote for solar operated lights for the street lights and present it to the Board for review. He also has fixed some concrete and fencing throughout the neighborhood.

B. **Management Report**

FDIC options were presented to the Board to insure their monies in their bank accounts. Jailyn Rogers introduced herself to the Board and homeowners in attendance, as she has taken over the management for Parkwood.

C. **Social Committee**

Game night- Friday the 21st

Welcome to the Pool BBQ- June 25th

D. **Safety & Security Committee**

Dryer vent proposal to have the HOA coordinate the vent cleaning.

E. **Landscape Committee**

Next meeting is May 3rd at 6:1pm. They met last week to go over the bids as well as find areas to cut back on water.

F. **President's Report**

CC&R's and Bylaws meeting on May and June 13th at 3:30pm. The solar policy is under discussion.

G. **Treasurer's Report**

The March financials were not available at this time. We are going to be working on this upcoming fiscal year's budget and will have it ready for the next meeting.

5. **FINANCIALS:**

A. **Action Item:** Most Recent Unaudited Financials

6. **UNFINISHED BUSINESS:**

A. **Action Item:** Review and Approval of New Solar Policy

Carol Thorpe motioned to send this over to Gayle Kern. Dan Matsui seconded the motion. Motion carried all in favor.

B. **Action Item:** Review requested additional bids for clubhouse heater / air conditioner replacement.

C. **Action Item:** Review / Approve June 2021 -2022 yearend financial audit.

D. **Action Item:** Set up first meeting of governing document revision committee.

E. **Action Item:** Association gutter cleaning

No action taken.

7. NEW BUSINESS:

A. Action Item: Association Bank Accounts

Carol Thorpe motioned to move \$200,000.00 into a new money market account at alliance. Dan Matsui seconded the motion. Motion carried all in favor.

B. Action Item: Landscaping Enhancement Bids

T&T: 423, 425,435,437,434, & 420 Octavia- (16 Shrubs)

Octavia Common Areas (Decorative Rock)

Total: \$2,925.00

T&T: 419 & 432 Rose Garden- (6 Shrubs)

Rose Garden Common Area (Decorative Rock)

Total: \$963.00

T&T: 4003 Greenbriar- Remove one juniper with new 5 gallon butterfly shrub, and repair 2 areas of sod and install one 5 gallon shrub.

4001 Ruth- Remove existing lawn and replace with decorative rock and DG. Install six, two gallon shrubs with drip irrigation.

Total: \$2300.00

T&T: 4200, 4022, 4018, 4010, 4008, 4004 Millbrook (16 Shrubs)

Millbrook Common Areas (Decorative Rock)

Total: \$2925.00

T&T: 4307, 4315, 4319, 4310, 4306 Clyde- (6 Shrubs)

4307 Clyde (remove one Pyracantha)

Clyde Common Areas (Decorative Rock)

Total: \$1636.00

Carol Thorpe motioned to approve the above bids from T&T for landscape enhancements in the total amount of \$10,749.00. Dan Matsui seconded the motion. Motion carried. Daniel Morley opposed.

C. Action Item: Solar Panel Demonstration

D. Action Item: Roofing Replacement Bids

Scott Roofing: 431-435 Rose Garden- \$24,510.00

Scott Roofing: 4000-4004 Ruth- \$20,923.00

Scott Roofing: 4008-4012-4016-4020 Ruth- \$40,465.00

Carol Thorpe motioned to approve the Scott Roofing bids in the total amount of \$85,898.00. Dan Matsui seconded the motion. Motion carried all in favor.

E. Action Item: Painting Phase Discussion

Painting is ahead of schedule at this time.

F. Action Item: Update on Skylight Leak Repairs

Angela is underway.

G. Action Item: Pool Work Update

The pool needs to be running first to resume.

H. Action Item: Deck Drain Installation Update

The deck drain is complete.

I. Concrete Repair Update

The concrete repair is complete.

J. *Emergency Action Item Added* Health Safety Welfare of Tennis Court Fencing*

Silver State Fencing: \$12,985.00 (No Pavers)

Florence Fencing: \$6,750.00 (No Pavers)

APS: \$9,681.00 (Yes, Pavers)

Carol Thorpe motioned to approve the APS bid in the amount of \$9,681.00 given that our insurance does not cover the damage.

Daniel Morley seconded the motion. Motion carried all in favor.

8. ANNOUNCEMENTS

Ryan Dominguez is no longer with Equus Management and Jailyn Rogers has taken over Association Management for Parkwood.

9. NEXT BOARD OF DIRECTORS MEETING DATE: May 9, 2023- 5:15pm

10. MEMBER'S FORUM: (Open Forum)

- Homeowner would like to see an increase in the HOA assessments for the next fiscal year.

11. ADJOURNMENT

There being no further business before the Board, Carol Thorpe motioned to adjourn the Parkwood Board of Directors meeting at 6:56pm. Dan Matsui seconded the motion. Motion carried all in favor.

Respectfully submitted by *Jailyn Rogers*
Parkwood, Community Association Manager

Parkwood Secretary