

Board of Directors
Sheryl Lipari, **President**
Carol Thorpe, **Director**
Dan Matsui, **Secretary**
Keith Shellhamer, **Director**
Dan Morley **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
Jailyn Rogers
Email: Jailyn@equusmanagement.com

BOARD OF DIRECTORS MEETING MINUTES Tuesday, July 11, 2023

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

The Parkwood Board of Directors meeting was called to order at 5:15PM. Dan Matsui, Daniel Morley, Carol Thorpe, Keith Shellhamer, and Sheryl Lipari were present. Joele Decker from Equus Management were present. Management was recording the meeting.

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

Judy- Agenda Item 7a, would like to know if this is up for discussion?

Jim S.- Solar Policy Revision, would like to speak for more than 2 minutes. There is a solution with no penetration to roofs. Have an opportunity to rectify, and it is unstable to do it any other way.

Erika- HOA fees are steep, and she is not happy with the landscapers. They do not prune, and why did the fee's go up?

3. **REVIEW/APPROVAL OF JUNE 13, 2023 BOARD MEETING MINUTES**

Dan Matsui motioned to approve the June 13, 2023 board meeting minutes as presented. Keith Shellhamer seconded the motion. Motion carried all in favor.

4. **REPORTS:**

A. **Maintenance Report**

Electrical repair fixed, GCFI breakers

Tennis court crack repairs- proposals being sent to Robert

Window atrium repairs- found one to be repaired

Deck drain installation- \$475.00/Deck APS, 12 are done and there are 40 total.

A/C installed last week

3905 Water Leak- Robert will send to Jailyn

Gutter- Cleaned and Downspouts, Plugged

B. **Management Report**

See board packet.

C. **Social Committee**

25 People attended, the next event will be around Christmas but they are still going to have game nights.

D. **Safety & Security Committee**

Looking on how to prevent trespassers into the pool, talked to RPD.

E. **Landscape Committee**

Removed dead junipers last year, and they are starting on Monday with the enhancements.

F. **President's Report**

Trying to get committee's up and running and they are always looking for more volunteers

G. **Treasurer's Report**

Carol Thorpe gave a cash report.

5. **FINANCIALS:**

A. **Action Item:** May 2023 Unaudited Financials

Dan Matsui motioned to approved the May 2023 Unaudited Financials. Daniel Morley seconded the motion. Motion carried all in favor.

6. **UNFINISHED BUSINESS:**

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

This item is tabled at this time.

B. **Action Item: Review/Approval of Electrical Repairs Needed for Landscape Watering Timer and Street Lights**

Resolved.

C. **Action Item: Review/Discussion on Ongoing Issues with Builder Installed Large Retractable Skylights**

Scott Roofing confirmed that none are leaking at this time.

D. **Action Item: Review/Discussion on Tennis Court Crack Repair**

This item has been tabled, as Robert is obtaining bids.

E. **Action Item: Review/Discussion on Window/Atrium Repair**

This item has been tabled, due to needing to do water testing

F. Action Item: Review/Discussion on Deck Drain Installation

This time has been tabled.

7. NEW BUSINESS:

A. Action Item: Review/Approval of Giving Robert a 4 Day Work Week in Lieu of a Raise with No Decrease in Benefits

Sheryl recused herself from the discussion. Keith Shellhamer motioned to approve 2 days off a month in lieu of a raise with no change in benefits. Dan Matsui seconded the motion. Motion carried. Sheryl Lipari abstained.

B. Action Item: Review/Discussion on Current Issues with Landscape Company (T&T)

8. ACTION TAKEN OUTSIDE OF A BOARD MEETING

436 Anne Marie Irrigation Leak Repair- T&T-\$1,213.00

Tennis Court Fencing- APS- \$4,033.75

Street Light Repairs- Electric Company- \$1,115.22

4022 Bluegrass Roof Repair- Scott Roofing- \$6,940.00

341 Lorraine- Skylights-Scott Roofing- \$982.00

341 Lorraine- Roof Repairs- Scott Roofing- \$1,120.00

4006 Bluegrass- Roof Repairs- Scott Roofing- \$2,400.00

9. ANNOUNCEMENTS: July 11, 2023 and Joele Decker will be the Community Manager at the meeting.

10. NEXT BOARD OF DIRECTORS MEETING:

August 8, 2023 at 5:15PM

11. MEMBERS OPEN FORUM:

Cindy: Did not receive the mailing

Erika: Lorraine Ct, cannot park in front of driveway.

Judy: Exit Millbrook East, called the city to paint the red curb.

12. ADJOURNMENT:

There being no further business before the Board, Carol Thrope motioned to adjourn the meeting at 6:40PM. Dan Matsui seconded the motion. Motion carried all in favor.

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

Parkwood Secretary