

**Board of Directors**  
Sheryl Lipari, **President**  
Carol Thorpe, **Treasurer**  
Dan Matsui, **Secretary**  
Noreen Leary, **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](mailto:Jailyn@equusmanagement.com)

## BOARD OF DIRECTORS MEETING

May 14, 2024

Time: 5:15 PM

MEETING PLACE: Parkwood HOA Clubhouse

\*Action may be taken on any item on this agenda & revisions to this agenda may be made up to the day of the meeting\*

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

Association is required by NRS 116 to Audio Tape Board Meetings. Any Homeowner audio taping must state so at this time.

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

*A period devoted to comments by unit owners and discussion of those comments. Comments may be limited to 3-minutes per person. Except in emergencies, no action may be taken upon a matter raised under this item of the agenda until the matter itself has been included on an agenda as an item upon which action may be taken pursuant to [NRS116.3108](#).*

**From this point forward, per NRS 116, no additional discussion with Homeowners is permitted until the final Homeowner Open Forum.**

### 3. **REVIEW/APPROVAL OF APRIL 9, 2024, BOARD MEETING MINUTES**

#### 4. **REPORTS:**

- A. Maintenance Report
- B. Management Report
- C. Social Committee
- D. Safety & Security Committee
- E. Landscape Committee
- F. President's Report
- G. Treasurer's Report

#### 5. **FINANCIALS:**

- A. Review/Approval of March 2024 Unaudited Financials

#### 6. **CONTINUING AGENDA ITEMS: UPDATES**

- A. Update: RV Lights and Electrical Issues
- B. Update: Streetlights

#### 7. **UNFINISHED BUSINESS/CONTUNUED AGENDA ITEMS:**

- A. **Action Item: Review/Discussion:** Articles of Incorporation Review by Noreen Leary
- B. **Action Item: Review/Approval:** Bids for Fence Replacement Behind Eyeglass Shop
- C. **Action Item: Review/Discussion:** Slurry Seal for Roads- Opening of Bids (Re-Discussion)
- D. **Action Item: Review/Discussion:** Painting Bids- Opening of Sealed Bids
- E. **Action Item: Review/Discussion:** Henry Flooring Issues
- F. **Action Item: Review/Discussion:** Letter to New Tenants Informing Responsibility to Obey R&R's (Responses)
- G. **Action Item: Review/Discussion:** Rules and Regulations on Website
- H. **Action Item: Review/Discussion:** Equus/Board Job Description for Maintenance Supervisor
- I. **Action Item: Review/Discussion:** 4014 Bluegrass Pavers and Tree Issues
- J. **Action Item: Review/Discussion:** Revisit Vent/Fireplace/Flue Cleaning Notice
- K. **Action Item: Review/Discussion:** Maintenance Driveway Notice

#### 8. **NEW BUSINESS:**

- A. **Action item: Review/Discussion:** Opening of Tree Removal Bids
- B. **Action Item: Review/Discussion:** Updated 2024-2025 Reserve Study by Better Reserve Consultants
- C. **Action Item: Review/Discussion:** 2024-2025 Operating and Reserve Budgets
- D. **Action Item: Review/Discussion:** Audit/Tax Proposal for Fiscal Year 2023-2024
- E. **Action Item: Review/Discussion:** Clubhouse Usage Fee, Adding Fee for Gas BBQ
- F. **Action Item: Review/Discussion:** Update on Homeowner with Siding Issue

**G. Action Item: Review/Discussion:** Review of Meeting With Brightview Landscaping

**H. Action item: Review/Discussion:** Bids for Dirt Removal at the end of Marigene

**9. ACTION TAKEN OUTSIDE OF A BOARD MEETING:**

**10. ANNOUNCEMENTS**

**11. NEXT BOARD OF DIRECTORS MEETING DATE**

**12. 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.*

**13. ADJOURNMENT**

**Action Item**

**NEXT MEETING: June 11, 2024 at 5:15PM**

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."*