

## Meeting Notes

### **Notes of Community Meeting of August 4, 2005** ***(There was no meeting in July.)***

The scheduled meeting of Parkwood Hill Homeowners Association (HOA) was held on Thursday, August 4, 2005 at the HOA Clubhouse.

#### **Call to Order**

The Closed Door Executive meeting was called to order at 6:27 pm by Ray Metker. Board members present were:

Ray Metker  
Lisa Burdick

Others attending were Terrie Sims, Jeanice Gaither and Crystal Lee, from Principal Management Group.

Items that needed to be addressed were:

1. Choosing a new pool company. As of August 3, 2005, Weber Pool service was terminated by the board of PWH because of inadequate service. Three bids were presented by PMG for a new service company: Done Right, Ameri-Tex and Five Star. Prices ranged from \$650 per month to \$2100 for comparable service that we are used to. Ray set a motion to go with Five Star; it was seconded by Lisa. The motion passed, PMG will contact Five Star and get service started.
2. Closure of the pool. On Wednesday, August 3, 2005 the health department shut down the pool for several reasons. Several code violations needed to be corrected before the reopening can occur. Jeanice Gaither, with PMG is working with the new company to get these problems corrected. We are hoping to reopen the pool by the weekend, Monday the 8<sup>th</sup> at the latest. 4 SVRD. Drains will need to be installed on the 4 pumps in order to be in compliance with the State Codes for 2005. The Board unanimously approved the installation for the four SVRD's to be installed at a price of \$850.00 per each devise. 5 Star will be installing in a few days.
3. The playground area. Three bids were submitted for painting the playground equipment: Adlof Construction for \$2175.00 which covers sanding, the primer, repairing the bad areas on the wood and the painting and Five Star for \$2,477.00. covering the same. Performance Building Services gave an estimate of \$2, 700.00. Ray set a motion to go with Adlof, it was seconded by Lisa. The motion passed, PMG will contact Adlof and make arrangements to have Paul Adlof begin painting the playground area.
4. Robert Brown. Our services will end with Robert Brown once

the shed and stage have been completed.

5. Cover over existing pool shed for chemicals. We will obtain bids from Adlof and Five Star. The new State Codes mandate that all pool chemicals must be covered ½ of the way from overexposure of weather conditions.

Delinquencies are discussed in the closed door meeting between board members and PMG.

Closed door meeting was adjourned at 7:00pm

### **Call to Order**

The Open door, Community Meeting was called to order at 7:02 by Ray Metker.

Others present: Dana and Brian Charpentier- Social Committee, Annette? Social Committee, Carey Shinneman- Pool Committee, Bryon Chesser – ACC, Jennifer and Lance Pelton- Newsletter Committee, Chuck Spivey, John Montou, David and Pam Kinkema.

### **Approval of Minutes from Prior Meeting**

The minutes from June's meeting were approved as written.

### **Financial Report**

Operating Account (C.A.B.)	\$61,723.25
Money Market (Beal Bank)	\$43,549.80
Money Market (CAB)	\$20,145.30

Accounts Receivable consisted of \$27,374.37 in delinquent accounts

### **Inter-Meeting Issues**

No issues this month.

### **Old Business**

Security Cameras for the clubhouse and pool area- Silkcrest Technology Security Company has been paid for ½ of invoice to purchase the needed parts for full installation. Silkcrest is waiting for one part of the pool gate closure before they can get started. The entire system should be up and running within 2 weeks. Beginning install date will be August 11, 2005. Per the contract with Silkcrest Technology and Parkwood Hills HOA, the Board will have full training of the security system as part of the contracted amount. The security systems were approved due to the continuations of vandalism to the clubhouse and pool areas since 2004.

Shed in pool area - The foundation has been laid and the concrete should be poured soon. The shed should be built and completed by August 14<sup>th</sup>. The shed will contain the swimming pool furniture for the off months the pool is closed so the vandalism to the furniture will cease.

Swimming Pool Contracts Review - The Board of Directors informed all homeowners present at the Community Meeting, that a new swimming pool service company had been selected. The Board unanimously voted to sign a

new contract with Five Star Pools. Five Star Pools will be working on the necessary repairs in order to reopen the pool by Saturday, Aug. 6, 2005.

### **New Business**

It was announced that the annual meeting this year will be combined with the Family Fall Festival. The date for the meeting is October 15, 2005 with a rain date/alternate date being November 19, 2005. The Board will still need to make quorum per the Governing Documents for the Parkwood Hills HOA, in order to conduct business. It was also announced that door prizes will be given away to entice participation, and the homeowner must be present at the meeting to be eligible to win a prize. Those prizes are: 1<sup>st</sup> place; PWH HOA dues for one year will be waived, 2<sup>nd</sup> place; PWH HOA dues for ½ a year will be waived, and 3<sup>rd</sup> place; a \$50.00 gift certificate. Principal Management Group will be mailing the Annual Meeting Notices to the homeowners in September 2005.

### **Committee Reports**

#### **Social Committee – Dana Charpentier**

There will be one more movie night, possibly in August 2005. The other two in June and July were a huge success and enjoyed by all.

The committee will work on details for the Family Fall Festival, working along with the board to make this a successful annual meeting as well.

#### **Newsletter Committee – Jennifer Pelton**

The next deadline for all newsletter articles is August 19, 6:00 pm. It was stressed that in order for the committee to be paid on a timely bases, all committees will have to have the finished product submitted to the board by the Monday before. The invoice will be sent over to PMG on the following Tuesday so the check request can be cut and mailed the following week. There has been some issues in the past with the Newsletter Committee receiving payment in arrears, this system should prevent any delay in payment.

Jennifer and Lance Pelton's children presented the board with a bid for newsletter distribution. The cost would be a \$100.00 flat fee for passing out the newsletters, door to door in one day. Lisa set a motion to go with this, it was seconded by Ray. The motion was approved. The Pelton children will begin passing out the newsletters in September 2005. This cost will be added by Lance Pelton to the invoice submitted for printing the newsletter.

#### **ACC – Bryon Chesser**

The ACC have made changes to the application and guidelines. It was reviewed by the board and unanimously decided to go with the new ACC application change. The application goes into affect immediately. Copies will be forwarded to PMG and to our Website coordinator to start implementing immediately. The guidelines will be reviewed further for any more possible changes. The changes will then be forwarded to the Associations Attorney for proper recording.

Bryon stated that many applications are being turned in after

the improvement has been made, reason being for the guidelines being updated.

#### **Pool – Carey Shinneman**

As part of code compliance, Carey will begin documenting the chemical readings of the pool on the off days when the pool company isn't servicing it.

New signs will be ordered by Five Star Pools bringing us up to date with code compliance.

New clubhouse furniture will be purchased once the security cameras are in place and fully operational. Carey was given the go ahead and get bids for folding tables, sofas and chairs for the clubhouse. All bids for purchase must be pre-approved by the Board of Directors.

#### **Open Discussion**

David Kinkema addressed the group requesting that he be the new chair for the Finance Committee.

Lisa Burdick, VP of the Parkwood Hill HOA, informed David Kinkema and John Montou that the Board of Directors has decided to dissolve the Finance Committee as permitted in the Parkwood Hills HOA Governing Documents. On August 4, 2005, The Board unanimously agreed to dissolve the Finance Committee.

#### **Adjournment**

The meeting was adjourned at 7:57 due to an extremely heated argument between previous members of the Finance Committee and the board of Directors. The homeowners that had been on the Finance Committee began stating serious accusations of improper financial conduct on behalf of the Board of Directors. The meeting was quickly adjourned due to the heated discussions getting out of hand by the Board and PMG. David Kinkema then stated that the Board did not adjourn before asking if anyone had anything else to present in open discussion. There was nothing else brought up so the meeting was adjourned at 7:59 by Ray Metker.