

Meeting Notes

Notes of Community Meeting of March 3, 2005

The scheduled meeting of Parkwood Hills Homeowners Association (HOA) was held on Thursday, March 3, 2005 at the HOA Clubhouse.

I. **Call to Order**

The meeting was called to order at 7:00 p.m. by Ray Metker.
Board members present were:

Ray Metker
Lisa Burdick
Steven Ransom-Jones

II. **Approval of Minutes from Prior Meeting**

The minutes from February's meeting were approved as read.

III. **Financial Report**

Operating Account (C.A.B)	\$ 103,379.84
Money Market (Beal Bank)	\$ 82,794.40
Money Market (CAB)	\$ 20,070.94
Petty Cash	TBD. Receipts need to be reviewed.
Delinquency Report	\$ 28,450.98

IV. **Inter-Meeting Issues**

No issues this month.

V. **Delinquency Report and Closed Door Hearings**

Delinquencies were discussed in a closed-door meeting.

Private hearing, set for March 3rd at 6.00pm was heard.
Decision was made to reinstate rights.

Private hearing set for March 3rd at 6.30pm, at the request of a homeowner, was not heard due to the homeowner or appointed representative not attending. Board waited until 7.00pm. No decisions voted upon; the board will consider the issue on its

merits and the possibility of charging.

Attorney attended and briefed Board prior to hearing.

VI. **New Business**

Stage

Bids are being solicited for a stage in the pool area.

Reserve Analysis

Proposal for a reserve analysis will be presented to the Board and Finance Committee for consideration.

Bids for additional security and fencing for the field will be presented in the March Board meeting.

VII. **Old Business**

Security System

Bids for additional Security and fencing around the HOA clubhouse facilities and for the field will be presented in the April Board meeting.

Committee Goals

Terms of reference (TOR) and budget are still being collected from all committees.

Monument Lighting Electrical Problems.

Permits had been cancelled. Work cannot be completed until TXU have installed the meters. It was reported that the wiring had been cut during construction. HOA should not be liable for damage caused by contractors. Tracks being run. **Item Ongoing.**

Audit.

2002 Audit has been received.

Action: Finance committee to review and respond to board.

2001 Audit has not been received.

2003 Audit has been reported as completed but has not been presented to the board.

2004 Audit Close to completion.

It was reported by DeVolt that many of the holdups in providing the audit were due to delays of several months by Principal and the HOA Attorney in signing documents.

An audit process checklist is to be provided to the Board to allow them to better manage the Audit process and participants.

Item Ongoing.

Pool and clubhouse access.

It was agreed that pool access should be denied to homeowners who are in arrears or delinquent with their dues. Board members will be enabled to manage badge access to the pool.

Additionally, the club house should not be rented to member who are not in good standing with dues, fines etc.

New bids for card reader systems for club house (compatible with that of the pool) are required. **Action: Principal to obtain bids. Item Ongoing.**

Clubhouse

Carpet bids being reviewed. **Item Ongoing.**

Bids to be obtained for painting the inside of the clubhouse. **Item Ongoing.**

2005 Budget

Reviewed. To be passed to Finance Committee for review and finalization at next Board meeting. **Item Ongoing.**

VIII. **Committee Reports**

1. Newsletter Committee

Newsletter has been prepared and being printed.

The edition includes a survey for soliciting homeowners' views for enhancement of the clubhouse facilities.

2. Government Committee

No report was presented.

Housing on N Tarrant Parkway is 'Tax Credit Property' and not Section 8.

Dividing Parkwood Hill into 4 lanes: Ft. Worth city may consider this after the new traffic lights are installed, sometime between March and October.

3. Social committee

Easter Egg hunt 19th March 10.00 – 12.00.

Garage sale April 2nd.

Lula May 28th.
Draft budget has been prepared for board to review.
Additional volunteers for the committee are needed.

4. Architectural Control committee

Applications are being received.
Now meet second and fourth Thursday of each month.

5. Pool committee

No report presented.
The survey has been prepared for the newsletter and web site.

6. Audit and Finance Committee

Meeting was held with PMG accountant to clarify accounting issues. Separate minutes attached.

Some response from PMG has been received and will be reviewed.

IX. Date and Time of Next Meeting

The next meeting is the annual meeting, to be held on April 7, 2005.

X. Adjournment

The meeting was adjourned at 8:12 p.m.