

Meeting Notes

Notes of Community Meeting of May 5, 2005

The scheduled meeting of Parkwood Hill Homeowners Association (HOA) was held on Thursday, May 5, 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
Susan McGowan

Others present: Terrie Sims – Principal Management Group, Richard Miller – Social Committee Chair, Bryon Chesser – ACC Chair, Carey Shinnaman – Pool Committee Chair, Rick Simon – Pool Committee, Jennifer Pelton- Newsletter Committee Chair, Lance Pelton – Newsletter Committee, Reta Reed – Website Coordinator.

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

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

III. **Financial Report**

Operating Account (C.A.B)	\$ 107,358.47
Money Market (Beal Bank)	\$ 83,081.86
Money Market (CAB)	\$ 20,095.14
Petty Cash	543.65
Delinquency Report	\$ 18,783.30

IV. **Inter-Meeting Issues**

No issues this month.

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

Delinquencies were discussed in a closed-door meeting.

In a closed door meeting from 6:00 to 7:00 Committee Budgets were discussed and voted on.

VI. **New Business & Committee Reports**

Petty Cash Account – Lisa Burdick

The total in our Petty Cash Account is \$543.65, no withdrawals have been made.

Security Systems

Security cameras will be coming soon.

Pool Improvements – Terrie Sims

Two baby-changing stations at \$200 per changing station are being added to both exterior restrooms. A blue permanent awning with a 10-year warranty from Victory Awning was agreed upon by board members to be installed over baby pool area. Brand new vending machines will be placed by the bulletin board. There will be a 15' x 20' shed built next to the pump house in pool area.

COMMITTEE REPORTS

SOCIAL COMMITTEE – Richard Miller

The Luau will be held on May 21st with a Mexican theme. There will be a band, margarita machines donated by Bank One, burritos and chips and dip by Chipotle. Band will play until 11:00 pm and luau is only for adult homeowners of Parkwood Hill. There will be no admittance in the pool area at this time. Homeowners bringing guests are advised that it will cost \$10 per guest admission.

POOL COMMITTEE – Carey Shinnaman

Carey is looking at prices for new clubhouse furniture and also bids are being accepted for new carpet in the clubhouse. Looking at microfiber couches which will cost between \$450.00 - \$500.00 per couch. Also, discussed folding tables and chairs for the clubhouse.

Only one pool key is allowed per homeowner and if another key is needed the cost will be \$50.00.

NEWSLETTER COMMITTEE – Jennifer Pelton

The deadline for the next newsletter is June 17 at 6:00pm

FINANCE COMMITTEE- Linda Edwards

No new business reported

New Committee

Nick Navarro was chosen to chair the committee that will keep up with government issues.

VII. **Old Business**

Security System for pool area and clubhouse – Ray Metker

Have not heard back from Honeywell about security cameras and

when they can begin.

5 cameras, dome camera for the clubhouse, 6 channel DVR, 24-hour loop coverage. Ray Metker proposed that we go with Honeywell, the motion was seconded by Susan McGowan and the security system approved.

Committee goals (Plan of Work) – Lisa Burdick

With the exception of the Newsletter and Pool Committee budgets, all other Plans Of Work (committee budgets) were approved as written.

Monument Lighting – Terrie Sims

Is under investigation, has not come forward too much, \$11,000.00 has been spent to repair in March of 2004 (70110 on the Balance Sheet). Terrie will contact Mike with Electroleum and request proof that work was done. **Item Ongoing.**

Audit (2003 and 2004) – Terrie Sims

Both the 2003 and 2004 have been signed off by the attorney. A correction was made to the previous minutes: **The HOA attorney is responsible for signing the audits, NOT PRINCIPAL MANAGEMENT.** As previously stated in the minutes, " An audit process checklist is to be provided to the Board to allow them to better manage the Audit process and participants." Nothing has been presented to date. **Item Ongoing.**

VIII. **Date and Time of Next Meeting**

The next Community Meeting will be held on June 2, 2005 at 7:00pm

IX. **Adjournment**

The meeting was adjourned at 8:15 pm