

# Parkwood Hill Estates HOA Meeting

Notes of Closed Door Executive Meeting of Monday, October 30, 2006

A meeting of Parkwood Hill Estates Homeowners Association (HOA) was held on Monday, October 30, 2006 at the HOA Clubhouse.

## Closed Door Executive Meeting:

### Call to Order:

The Closed-Door Executive meeting was called to order at 7:30 pm by Lisa Burdick. Board members and property management members present were:

### Board Members:

### RealManage:

Chris Carr

### HOA President:

Lisa Burdick

### HOA Vice President:

Bryon Chesser

### HOA Secretary/Treas:

Susan McGowan

### Other Attendees:

- None

Items that needed to be addressed were:

- Annual Meeting/Fall Festival:
  - The Annual Meeting/Fall Festival was scheduled for Saturday, October 21, 2006. We had 167 attendees/proxies accounted for,

which was not enough to meet quorum; hence, no meeting was called.

- Food was catered by Vance Godbey's and King Creole played to the small crowd. Both caterer and band was an excellent choice by the Social Committee.
- The Board made the decision to not hold another meeting as allowed by the governing documents.
- Open Board Position:
  - Susan McGowan was appointed to the Board by the sitting Board members as allowed by the Bylaws. Voting yes for this appointment was Lisa Burdick and Bryon Chesser.
  - The three members voted to keep the positions the same, being Lisa Burdick as President, Bryon Chesser as Vice President, and Susan

McGowan as Secretary/Treasurer.

### • Governing Documents:

- The Board made the decision to rewrite the governing documents and hold a special meeting in February or thereabout to approve the revised governing documents. The first draft will be prepared by Thanksgiving for review.

### • Budget:

- Discussed the annual budget for 2007. The proposed budget for 2007 shows a deficit of approximately \$10,000; however, these numbers are based partially on the financial data provided by the previous management company and the expenses incurred under the new management company and therefore are not a good representation of

future expectations. It was noted that current delinquencies are a little over \$20,000, which would more than enough to compensate for the deficit.

### • Next Board Meeting:

- The Board elected to hold the next meeting as a closed meeting of the Board, Committee Chairs and Committee Members to discuss the proposed changes to the governing documents.

### • Coke Machine:

- Received a check from Coke for \$69.89 for sodas purchased from the Coke machine.

### Adjournment:

The meeting was adjourned at 9:05 pm by Lisa Burdick.

Next Board meeting will be December 14, 2006 and will be closed to the public.