

Parkwood Hill Estates HOA Meetings

Notes of Closed Door Executive Meeting and Community Meeting of November 8, 2007

The scheduled meeting of Parkwood Hill Estates Homeowners Association (HOA) was held on November 8, 2007 at the HOA Clubhouse.

Closed Door Executive Meeting:

Call to Order:

The Closed-Door Executive meeting was called to order at 6:38 pm by Bryon Chesser. Board members and property management members present were:

Board Members:

HOA President: Bryon Chesser
HOA Vice President: Susan McGowan
HOA Secretary/Treas: Paul Merrill

RealManage:

John Smalley

Other Attendees:

- None

Items that needed to be addressed were:

- Discussion of Delinquent accounts:
- Discussed having an open discussion on the issues we had this past summer at the pool and taking comments and suggestions from the community. We will place an ad in the January newsletter stating we will discuss solutions for the pool for the upcoming summer and ask homeowners to attend to offer suggestions.
- Discussed resident portal. John will check to see if information on the resident portal will be on the December statement.
- Discussed fence along Parkwood Hill.
- Discussed the landscaping contract that will expire at the end of January.

Community Meeting:

Call to Order:

The Open-door Community Meeting was called to order at 7:23 pm by Bryon Chesser. Board members, property management members and committee chairs present were:

Board Members:

HOA President: Bryon Chesser
HOA Vice President: Susan McGowan
HOA Secretary/Treas: Paul Merrill

RealManage:

John Smalley

Committee Chairs:

Architectural Control: Open
Budget Advisory: David Kinkema
Pool: Richard Kessler
Social: Jennifer Pelton
Web Site: Reta Reed
Amenities: Lisa Burdick

Other Attendees:

- None

Approval of Minutes from Prior Meeting:

Change of venue for 2007... no minutes will be read... they can be found on our website.

Financial Report:

Operating Fund	\$96,996
Replacement Fund	\$41,708
Common Property Fund	\$2,257
Petty Cash:	\$218.68

New Business:

- Dead Bolts on clubhouse
 - We had an issue where one of the dead bolts was locked and no one knows who did it. The Board has decided to re-key the locks. Paul and/or Bryon will change out the dead bolts.
- Fence
 - The fence repairs along Parkwood Hill have not been finished. Bryon will contact contractor for timeframe in which this will be completed.
- Water in playground
 - We have an issue with water standing in the playground next to the clubhouse. John will get a quote on getting a French drain added. Also, there is a problem with watering the small patch of grass by the bike rack. This seems to be getting watered too much and water is constantly draining into the parking lot. We will have the contractor address this issue at the same time as the French drain.
- Marquee Lights
 - Lisa Burdick inquired if the Board would be willing to purchase solar powered lights to highlight the monuments. The majority of the monument lights have not worked for a long period of time. The concern with solar powered lights are a) would they be bright enough to light up the monument and b) can we secure them so they won't get stolen. Paul will look into how to properly secure them to the monument before the Board makes a decision on this matter.

Old Business:

- Marquee sign
 - Bryon's contact will not be able to fix the sign. Paul indicated that he knew someone at DFW Signs, which is a business close to our neighborhood that he would contact to get a bid on repairing the front of the sign and making it easier to change the letters.
- Playground
 - The playground equipment has been an ongoing battle between the HOA and Rainbow, the maker of the equipment. As of this meeting, we are waiting for them to get the tarps in. All other supplies are in stock. Our property manager got them to commit to a November 24th install date, but there really is no guarantee on that since the installer is waiting on the manufacturer to get the tarps made and delivered. For an additional \$90 - \$130 dollars, we can get the equipment they have in stock delivered and installed and the installer can return to install the tarps. The Board agreed to this and asked the property manager to arrange the install.

Committee Reports:

Social Committee – Jennifer Pelton

- Teen scavenger hunt is this Saturday from 4-6pm at clubhouse. The teens will be split into groups and taken to different areas of the HOA. They will be asking for non-perishable food items and blankets. The winning group will have names put on marquee. The Board will provide \$60 for food for the teens.
- Christmas decorations will be done on the 24th of November by the Social committee. The committee is asking for volunteers to assist.
- During the week of Nov. 12-16, a food drive will be conducted at clubhouse to benefit the Keller StoreHouse.
- Breakfast with Santa is scheduled for Dec. 8 from 9-11am
- First weekend of January the Social Committee will take down the Christmas decorations. The committee is asking for volunteers to assist.

Budget Advisory Committee – David Kinkema

- No new information

ACC – Open

- ACC committee member was not present.

Pool – Richard Kessler

- Pool Committee member was not present.

Web Site – Reta Reed

- There was an issue with ACC forms that Reta has been working on.
- A homeowner said there was also an issue with pool card form. Reta will look at this too.
- Reta will get the dates of the social activities on the website

Amenities – Lisa Burdick

- Lisa inquired about the Boards response to an issue we had at the clubhouse. The property manager will have a draft response to the Board by 11/16/07.
- A homeowner made an inquiry pertaining to the small portion of grass on west side of pool. We were asked if we would consider a basketball court. At this time, the cost of a basketball court is cost prohibitive. The Board does recognize that we have a drainage problem and need to backfill with dirt to make that area more useful.
- Lisa asked about 2008 budget. The committees need to have their request to the board in two weeks.

Director Report:

- No new information to report on.

Manager Reports:

- No new information to report on.

Open Discussion:

- Nothing brought up.

Adjournment:

The meeting was adjourned at 8:08 pm by Bryon Chesser.

Next Community meeting will be December 13, 2007 at 7:15 pm.