

Parkwood Hill Estates HOA Meetings

Notes of Closed Door Executive Meeting and Community Meeting of August 14, 2008

The scheduled meeting of Parkwood Hill Estates Homeowners Association (HOA) was held on Thursday, August 18, 2008 at the HOA Clubhouse.

Closed Door Executive Meeting:

Call to Order:

The Closed-Door Executive meeting was called to order at 6:37 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:

Christy Gutierrez

Other Attendees:

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Items that needed to be addressed were:

- Budget
 - Our initial budget is due to RealManage by October 18, 2008.
- Delinquent Accounts
 - One account will be sent to an attorney due to outstanding balance.
 - Total delinquencies is \$27,929.22.
- Rick Simon – Request for continuance on yard issue
 - We agreed to grant the extension and asked Christy to not send any more letters from RealManage.
- Annual Meeting
 - The Annual Meeting will be October 9, 2008 at 7:00 pm
- Budget Advisory Committee
 - No one from the budget advisory committee has been present at a meeting in six months. Bryon recommends eliminating this committee. All agreed.
- Newsletter
 - The last newsletter was a few days late and Veronica never answered a couple of emails; however, the Board decided to continue with Veronica for now and see how things go.
- RealManage Handling ACC Requests
 - Christy will check to see if there is an additional cost for RealManage to handle the ACC paperwork.
- RealManage handling Amenity Access
 - Cost is between \$150 and \$200 a month. The Board decided not to pursue this.
- Late Fees and Interest Charges
 - RealManage has a policy that allows the Resident Advisor to waive a fee once in 12 months. The Board has an issue with waiving a fee for residents that are continually late. Christy will speak to the VP in the Dallas branch to see if we can get it put in place to not allow the waiver for those consistently late.
- Air Conditioner in Clubhouse

- We are going to lock the thermostat down because homeowners are leaving it at an unreasonable temperature. Christy will call an AC company to have the thermostat changed out.
- Lafferty's Roof Color Proposition
 - Lafferty changed their mind and went with the standard shingle cover.
- Pool Lights
 - Lights are constantly on and the light by the stairs and the light in the NW corner is out.

Community Meeting:

Call to Order:

The Open-door Community Meeting was called to order at 7:22 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:

Christy Gutierrez

Committee Chairs:

Architectural Control: Yolanda Lopez
 Budget Advisory: David Kinkema
 Social: Open
 Web Site: Reta Reed
 Amenities: Lisa Burdick

Other Attendees:

- Frank and Ana Alamilla
- Diana Furman
- Patti Helmich
- Ed and Keta Burns
- Jeff Reed

Approval of Minutes from Prior Meeting:

All previous minutes can be found on our website.

Financial Report:

Operating Fund: \$88,366.13
 Replacement Fund: \$42,335.63
 Petty Cash Account: \$2,089.70

New Business:

- Rick Simon – Request for continuance on yard issue
- Annual Meeting

Old Business:

- Pricing on Movies in the Equipment
 - Nothing to report.
- Newsletter

- The last newsletter was a few days late and Veronica never answered a couple of emails; however, the Board decided to continue with Veronica for now and see how things go.

Committee Reports:

Social Committee – Open

- Nothing to report

Budget Advisory Committee – David Kinkema

- Committee member not present. Nothing to report.

ACC – Yolanda Lopez

- Committee member not present. Nothing to report.

Web Site – Reta Reed

- Nothing to report.

Amenities – Lisa Burdick

- Committee member not present. Nothing to report.

Director Report:

- Nothing to report.

Manager Reports:

- Nothing to report.

Open Discussion:

- Ed and Keta Burns inquired about the gas lease letter and whether they should sign it. The Board advised them to wait and told the entire crowd about the efforts underway with Park Glen and about the committee that was formed. The Board also referred them back to the website for the most recent information. They also inquired about getting key card and pool passes.
- Frank and Ana Alamilla inquired about the ACC process. The Board explained how it works and referred them to the beautification Guidelines.
- Patti Helmich inquired about her pool passes. The passes were ready and waiting with the Security Guard.

Adjournment:

The meeting was adjourned at 8:05 pm by Bryon Chesser.

Next Board meeting will be September 18, 2008.