

PARKWOOD ESTATES
ANNUAL BOARD MEETING MINUTES
DECEMBER 16, 2014 MINUTES APPROVED

CALL TO ORDER: Meeting was called to order at 7:08 PM by President Mike Cappuccitti.

PRESENT: Board Members: Roxanne Henke, Paul Rork, Michael Keller, Ruthann Bruce, Mike Cappuccitti, Dave Givens, Rick Pidososny and Judy Schantz. Block Captains: Ruth Rosenberg and Cherie Labadini

ABSENT: Jeffery Hall

MINUTES FROM LAST MEETING:

Motion made and seconded to approve the November Minutes with the following corrections: all "second" to be changed to "seconded. **VOTE: Motion Approved Unanimously**

POST CAPS TO ENTRANCE SIGNS:

Paul Rork has all caps and will be installing them more securely.

AMNESTY:

Motion made and seconded to have a one time amnesty program and not send out second notices. The amnesty forgive only the penalties and interest accumulated. The amnesty notice to be sent out by March 1st and to be paid by April 15th. The wording of the letter to be approved by the board member before sending out. **VOTE: Motion Approved Unanimously**

It was decided that a review by a lawyer was not necessary.

POLICIES AND PROCEDURES:

Motion was made and seconded to approve the following Policies and Procedures:

- Approval of Motions Between Board Meetings
- Banking
- Financial Reporting
- Annual Financial Review
- Privacy
- List of Association Assets

VOTE: Motions Approved Unanimously

Rick Pidososny will send all policies and procedures approved to Roxanne Henke to put into PDF format, sent to board members and kept in the Recording Secretary notebook.

Motion was made and seconded to accept Cherie Labandini as one of the individuals stated in Section 1 of the Privacy Policy. **VOTE: Motion Approved Unanimously**

INSURANCE AND BOND COVERAGE:

It was decided to table this until the January meeting.

Next meeting will be January 27 at 7:00 in the Township Hall.

Meeting adjourned at 9:00PM.

Respectfully submitted, Roxanne Henke, Secretary