

PARKWOOD ESTATES  
JANUARY 27, 2015 APPROVED

**CALL TO ORDER:** Meeting was called to order at 7:00 PM by President Mike Cappuccitti.

**PRESENT:** Board Members: Roxanne Henke, Paul Rork, Michael Keller, Mike Cappuccitti, Jeffrey Hall, Rick Pidsosny and Judy Schantz. Block Captains: Ruth Rosenberg and Cherie Labadini

**ABSENT:** Dave Givens, Ruthann Bruce

**MINUTES FROM LAST MEETING:**

Motion made and seconded to approve the November Minutes with the following corrections of the spelling of Jeffery Hall. **VOTE: Motion Approved Unanimously**

**CHRISTMAS LIGHTING CONTEST:**

It was decided that the winners stand as corrected by Roxanne and Rick will send out the checks and Dave can hand out the pictures that he took. Going forward, it was decided that board members voting will go through the entire subdivision and record any houses they feel deserve an award with a score, then hand in their scores to secretary who will add up scores, have one person double check scores and then the winners will be posted. Procedures will be written to reflect this decision.

**DUES COLLECTION PROCEDURE:**

Motion made and seconded to approve the Dues Collection Procedure. **VOTE: Motion Approved Unanimously**

**AMNESTY:**

Motion made and seconded to table amnesty for this year and to send out 2<sup>nd</sup> notices for this year. **VOTE: Motion Approved Unanimously**

**POLICIES AND PROCEDURES:**

Motion made and seconded to change the title "Policies and Procedures" to "Procedures". **VOTE: Motion Approved Unanimously**

**BOARD MEMBERS INSURANCE:**

There was discussion concerning this issue and it was decided that more detailed information was needed before making decision including recommendations from other HOAs and a lawyer about what board members may be liable for. Possibly changing by-laws to say that board members cannot be held liable for any decisions made was also discussed. All board members are responsible for obtaining this information including talking to Bob Bobich who is doing the financial review.

**TREASURER RESPONSIBILITY:**

Rick will continue to work on these responsibilities which include recording personal information of residents, billing and banking. When this is complete, the information can be given to the Treasurer.

**BUDGET:**

Motion made to approved edited budget. **VOTE: Motion Approved Unanimously**

**PARKS:**

A resident has requested permission to donate and plant trees to be put in park near mother's property line. Any resident requesting to place any structure or landscaping outside of resident's personal property must give a written proposal for board approval before proceeding.

Berm beautification was discussed and a procedure for berm beautification is to be written by Roxanne and submitted at next meeting for approval.

Next meeting will be February 24 at 7:00 in the Township Hall.

Meeting adjourned at 9:00PM.

Respectfully submitted, Roxanne Henke, Secretary