

PARKWOOD ESTATES
APRIL 21, 2015 APPROVED

CALL TO ORDER: Meeting was called to order at 7:05 PM by President Mike Cappuccitti.

PRESENT: Board Members: Roxanne Henke, Mike Cappuccitti, Jeffrey Hall, Judy Schantz, Michael Keller, Ruthann Bruce and Dave Givens.

ABSENT: Paul Rork

MINUTES FROM LAST MEETING:

Motion made and seconded to approve the March Minutes. **VOTE: Motion Approved Unanimously**

PROCEDURES AND RESPONSIBILITIES:

It was decided for Secretary to send out all the Procedures and Responsibilities not yet approved to be voted on between this meeting and the May meeting. This will be done per Approval of Motions Between Board Meetings Procedures.

CORRESPONDENCE LOGS:

Ruthann Bruce sends out every month to all board members the correspondence logs that have been produced. If more details are required, then she will be happy to send those out per requested. Any correspondence by a board member must be sent in as a PDF file. She also needs all approved contracts and proof of insurance for those contracts. She DOES NOT have any at this time.

TREASURER POSITION:

Mike has not heard from the resident that showed some interest in the Treasurer's Position since sending Mike sent him a list of responsibilities.

DUES STATUS:

296 homes have paid dues. There are 11 homes with outstanding dues, 5 that are just not paid for this year and 6 with many years outstanding dues. Motion was made and seconded for Dave Givens to get updated 2nd Notices and make personal contacts with these people except for Lot 260. He will do this before the meeting in May and will report back with his discussion including responses of what their next step and timing will be. **VOTE: Motion Approved Unanimously**

An article will be in the Summer Issue of the Newsletter with a "thank you" to all who have paid their dues and to explain our next steps with those who are more than \$250 in late dues.

Motion was made and seconded to proceed with small claims court on Lot 260. **VOTE: Motion Approved Unanimously**

PARKS:

Winter Park Grading, Drainage and Grass Seed - Paul Rork has sent out via email a map and quote from Todd's Services for \$21,500 to regrade, add drainage and reseed. Board would like to know if this should be done all at once or can we do it in sections. We also would like to obtain 2 more quotes before making final decisions. There was some discussion on what is our overall goal for Winter Park.

Storage Shed – discussed placement around pavilion as we do not want to block vision of any adults watching children on playground from the pavilion. Quotes will be obtained to have the cement slab poured. Slab will be 8 X 12 and apron to be slanted away from door for drainage.

Insurance – park insurance was discussed and Board needs to know if the lawn mower has been taken out of the price.

BOARD INSURANCE:

Mike has a quote for \$1026. We will be addressing this at the next meeting.

Next meeting will be May 19TH at 7:00 in the Township Hall.

Meeting adjourned at 8:58PM.

Respectfully submitted,

Roxanne Henke, Secretary