

PARKWOOD ESTATES
MARCH 15, 2016 MEETING APPROVED

CALL TO ORDER: Meeting was called to order at 7:00 PM by Vice President Ruthann Bruce.

PRESENT: Board Members: Ruthann Bruce, Robert Fortune, Jeffrey Hall, Paul Rork, Robert Birch and Roxanne Henke. Block Captain Ruth Rosenberg, Webmaster Rick Pidsosny, resident Mike Keller and John Cobb.

ABSENT: Mike Cappuccitti, David Givens and Judy Schantz.

MINUTES: Motion was made to approve February Board Meeting Minutes with a rewording of a paragraph concerning the parks. **VOTE: Motion Approved Unanimously**

DUES: Dues Collection Procedures were passed out by Bob Fortune. A motion was made and seconded to approve the procedures. **VOTE: Motion Approved Unanimously**

TREASURER POSITION: John Cobb expressed interest in meeting with Rick to determine if he would be able to do the Financial Secretary job and for Rick to determine if John could do the job. Bob Fortune has volunteered to be the temporary treasurer for six months while Rick continues to do the computer work as John is being trained.

BUDGET: a proposed budget was passed out. Each line item was discussed and either removed or kept and some line items were added or increased. Motion was made and seconded to approve the amended budget and a final copy would be corrected and sent out. **VOTE: Motion Approved Unanimously.** A copy of the budget is attached to these minutes.

EGG HUNT: the annual egg hunt supplies have been purchased and ready for Saturday. Roxanne Henke, Judy Schantz and Bob Fortune have volunteer to help but more volunteers are needed. Bob Birch volunteered. Jeff Hall may have to work but will get the peanut free donut holes. Roxanne will contact Mike to see if he can help.

INSURANCE:

Park Insurance for our parks will be due April and quotes for insurance were passed out. There were two quotes. Auto Owners (Autumn Insurance) quoted \$2,089.00 for property damage and general liability for all three parks. Specialty Insurance Solutions (Loyalty Insurance) quoted \$1,883.00 for property damage and general liability. A quote from Nationwide insurance is pending. Motion was made and seconded to accept the lowest bid. **VOTE: Motion Approved Unanimously.** Deductible needs to be determine and taken into consideration for final approval.

D&O insurance was also discussed. Quote for D&O insurance from Auto Owners was for \$908.00 and for Loyalty Insurance was for \$750.00. Purchasing a bond for \$127 was discussed. The thinking is that a bond would not be needed IF a financial ledger is kept, a monthly financial report is given and a board member is assigned to review records.

PARKS:

Rain gutters for Winter Park pavilion to be done by May.

Bird discouragers are continuing to be researched by Paul to find the best solution to the problem of birds.

Grass cutting quotes have come in and J & S Landscape has been approved with a quote the same as last year. Motion was made and seconded to have J & S Landscape will do spring cleaning and tree trimming **VOTE: Motion Approved Unanimously.**

Fertilization quotes have come in and Summit Turf quote has been approved. This is the same company as last year. There will be four (4) applications.

DUES: 8 more dues have been paid since last meeting. There are about 33 2016 dues not yet paid.

There was some open discussion about the concern of residents living on Walnut Ridge Circle and the icy road conditions which have caused several incidents involving vehicles losing control and running into or over residents' private property. Board will look into salting or sand for those conditions. Also having the ability to pay dues electronically was discussed and tabled for later discussion.

Meeting adjourned at 8:57PM.

Next meeting will be at the Township Hall on Tuesday, April 19, 2016.

Respectfully submitted,

Roxanne Henke, Secretary

**2016 Parkwood Estates
Homeowners Association Budget
March 16, 2016**

Item	Revenue	Expense
Checking and Savings Carry Over from 2015	\$16,448	
Dues	\$27,389	
Past Year Dues	\$1,000	
Misc. Income	\$100	
Grass Cutting		\$10,500
Much for playset areas		\$3,900
Snow Plowing		\$3,000
Lawn Fertilizer		\$2,400
Insurance - Parks		\$2,100
Financial Secretary		\$1,500
Spring Clean Up		\$900
Financial Review		\$750
Park Tree Trimming		\$750
Newsletters		\$500
Berm Maintenance		\$500
Mailings		\$500
Undesignated Expenses		\$500
Easter Egg Hunt		\$250
Curb Appeal Contest		\$210
Court Costs		\$200
P.O. Box		\$175
Lien Filing Fees		\$150
Christmas Lighting Contest		\$100
State of Michigan Non-profit Report		\$20
Website		\$18
Rainy Day Reserve		\$5,000
Checking and Savings Carry Over to 2017 (plus Rainy Day Reserve)		\$11,014
TOTALS	\$44,937	\$44,937