

PARKWOOD ESTATES
MAY 17, 2016 MEETING APPROVED

CALL TO ORDER: Meeting was called to order at 7:20 PM by President Mike Cappuccitti.

PRESENT: Board Members: Robert Fortune, Robert Birch, Roxanne Henke, Mike Cappuccitti, David Givens, Paul Rork, Judy Schantz, Acting Financial Secretary Rick Pidsosny and Block Captain Ruth Rosenberg.

ABSENT: Ruthann Bruce and Jeffrey Hall

BRIDEN CONTRACT FOR FINANCIAL SECRETARY: a copy of the proposed contract 1B was discussed. Questions were answered, changes were made and Motion was made and seconded to accept the contract with the removal of everything related to the ECS (electronic counter signature) to be effective June 1st. **VOTE: Motion Approved Unanimously.** Rick will make changes to contract and send out to board members. Mike Cappuccitti will then sign the contract and send it to Briden. Rick will be available to help with transition and each responsibility as it comes. Briden will attend the board meetings.

TREASURER POSITION: Motion was made and seconded to accept Robert Birch as Treasurer. **VOTE: Motion Approved Unanimously.** The duties of the Treasurer will be to double check the general ledger, bank statements and monthly financial report and report to the board. Rick Pidsosny stated that the most important documents are the general ledger and the dues ledger. The Board has given Rick Pidsosny, Mike Cappuccitti and Bob Birch authority to go to the bank and update check signatures, etc.

FINANCIAL REPORT: Bob Fortune passed out the monthly Financial Report and noted that using 90% of dues collected as incoming funds and looking at all the expenses, that 90% of the budget goes towards fixed expenditures. If dues are not raised, there will not be funds available for park equipment for 3 to 5 years until a reserve is built up.

MINUTES: Motion was made to approve April Board Meeting Minutes. **VOTE: Motion Approved Unanimously**

PARKS:

MULCH FOR WINTER PARK - the mulch and border has been order for Winter Park but is waiting for a payment to be sent. Mike found the invoice and will send it to Rick and Rick will send the check overnight so this work can get done.

TRASH CANS - all trash cans have new liners, lids and have been emptied. One old trash can that has wood slats that need repaired or replaced, Paul will be repairing. Roxanne will put an article in the Summer Newsletter about residents helping empty the garbage cans.

GUTTERS FOR WINTER PARK PAVILION - Paul is waiting for a quote and could do it himself if he can get another person to help.

WINTER PARK DRAINAGE - Paul has walked through all three parks and Winter Park is now the driest park! The drainage fix seems to be working.

BLUE MOUNTAIN PARK - the ground around the play structure has lots of weeds and needs to be treated and more mulch put down.

JUNE BOARD MEETING - because Briden will be taking over the Financial Secretary duties, the board should meet. There are no rooms reserved at the Township Hall so Dave Givens has offered his home to meet.

Meeting adjourned at 8:50PM.

Next meeting will TENTATIVELY be on June 21, 2016 at 7:00PM at Dave Given's home.

Respectfully submitted,

Roxanne Henke, Secretary