

PARKWOOD ESTATES
JANUARY 17, 2017 MEETING APPROVED

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

PRESENT: Board Members: Robert Fortune, Roxanne Henke, Jeffrey Hall, Mike Cappuccitti, Bob Birch, Ryan Miner, Jake Brasseur, John Kouchokos and Property Manager Dennis Nagy. Also Brendan Henderson, Ruth Rosenberg and Paul Rork.

ABSENT: Ruthann Bruce

MINUTES OF NOVEMBER MEETING: motion was made and seconded to approve the December board meeting minutes. **VOTE: Motion Approved Unanimously**

PARKS REPORT:

Dead trees along Lilley Road have been cut down and wood removed by city.
Paul Rork attempted to talk to Doug at Apex three times about snow plowing issue.
John Kouchokos needs keys to shed and someone to walk him through the shed and contents.

He also would like to see any contracts concerning lawn mowing and fertilizing.
Guttering on picnic pavilion in Winter Park has been put on hold because of the upheaval of the cement and post is highest on the end of the roof where the down spout would go.
John passed out a sheet with some of his vision for park improvements such as going down to 3 applications of fertilizer and weed control and unifying signs, berms and cul-de-sacs.

NEWSLETTER:

Chris McGorey will be taking over as Newsletter Editor. Roxanne has passed on all the copies and information related to the newsletter.

TREASURER/FINANCIAL REPORT:

Dennis Nagy passed out proposed budget and financial report. Bob Fortune proposed looking into combining some line items on the proposed budget to be one line item titled Parks Maintenance to allow the Parks Chairman to determine what improvements or maintenance is needed.

BOARD RESPONSIBILITY DELEGATION:

Christmas Lighting Contest: Bob Birch
Curb Appeal Contest: John Kouchokos
Room Reservations: Ryan Miner
Sign Announcements: Jake Brasseur
Roxanne will get the information needed for each responsibility to the individual responsible.

RESPONSIBILITIES FOR PROCEDURES MANUAL:

All board members are to take the time to look over responsibilities, make any changes and be ready to vote on them at the next meeting. Changes can be communicated through emails. Roxanne will email out those to all board members.

BLOCK CAPTAINS:

There was discussion on how to get the block captains and residents more involved in subdivision activities.

PARKS CAPTAIN:

Brendan Henderson will take over as Parks Captain for Blue Mountain Park.

SAVINGS ACCOUNT:

Dennis Nagy has looked into the .11 cent charge being taken out of our savings account. Apparently there is a problem with the IRS stating that the tax ID number is different than the one the bank has. Dennis will continue to find a solution to this. Also the statement that the Board must have \$5,000 in a rainy day fund to be used for emergencies is being investigated. There seems to be no indication of this in our by-laws.

Meeting adjourned at 8:57PM.

Next meeting will be on February 21st, 2017 at 7:00PM at the Township Hall.

Respectfully submitted, Roxanne Henke, Secretary