

PARKWOOD ESTATES
DECEMBER 18, 2018 ANNUAL MEETING APPROVED

CALL TO ORDER: Meeting was called to order at 7:03PM by Vice President Ruthann Bruce

PRESENT: Board Members: Robert Fortune, Roxanne Henke, John Kouchokos, Robert Birch, Ruthann Bruce, Jeffery Hall, Joshua Miller and Jake Brasseur along with Property Manager Dennis Nagy.

ABSENT: Ryan Miner and Mike Cappuccitti

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

TREASURER'S REPORT: Robert Fortune looked over all the accounts and everything matches up. The snow removal company wanted a different payment schedule than the last company with 75% of contract up front instead of 50%.

ELECTION OF OFFICERS: Motion was made and seconded to approve the officer positions: President - Roxanne Henke, Vice President and Corresponding Secretary - Ruthann Bruce, Treasurer - Bob Fortune, Recording Secretary - Mike Cappuccitti and Parks Chairman - John Kouchokos. **VOTE: Motion Approved Unanimously.**

BY-LAW UPDATE: a paper was passed around for the 2018 board members to sign indicating that the by-law changes were voted on as stated in the by-laws. Roxanne will take the paper to both Ryan and Mike for their signatures as well as finding out if rooms have been reserved for next year and to pass any information to Mike that he needs to take over as Recording Secretary.

OTHER BOARD RESPONSIBILITIES: Room reservations - Roxanne will check with Ryan. Announcement signs - Josh Miller (Jake and other board members will bring him up to speed on this responsibility), Christmas Lighting Contest - Bob Birch, Curb Appeal - John Kouchokos, Easter Egg Hunt - Roxanne Henke and block party and Fall Festival - Jeff Hall who will be providing procedures so that others may take over these events. Josh Miller is also taking over as park captain for Loveland Park.

PARK EVENTS: the decision for Blue Mountain Park to hold the Easter egg hunt, Loveland park to hold the Fall Festival and Winter Park to hold the Summer Block Party was made.

PARKS REPORT:

John talked about the common area maintenance/improvement budget. Motion was made and seconded to replace the subdivision entrance signs on Lilley and Saltz and approved \$6,000 for the project. **VOTE: Motion Approved Unanimously.** At this time Bob Fortune passed out part of the proposed budget to the board could have a clear picture of what expenses are fixed and what monies are left for possible projects. Jeff Hall asked if the bush/tree in the berm in Winter Park can be removed but he will first talk to some of the neighbors if they would like it removed. Board will revisit some of the smaller park improvements at the January meeting and start looking at playground equipment for Blue Mountain Park.

BLOCK CAPTAINS: there are still 3 block captains needed. Jeff Hall can no longer help as acting block captain due to his schedule so Robert Fortune has offered to take Walnut Ridge West and will help with any of the others as needed. Ruthann will talk to someone about being block captain.

CHRISTMAS LIGHTING CONTEST: Bob Birch passed out the voting sheets and asked that the votes be turned in to him by this Friday.

Meeting was adjourned at 8:33PM

Next board meeting will be on January 8, 2019 at 7:00PM at the Township Hall.

Addendum vote: After the adjournment, Robert Fortune asked if the remaining board members: Roxanne, Jeff, Ruthann, Robert Birch and John Kouchokos would approve for him to buy reflectors to put at the Redfern and Lilley entrance per Sharon Mining's request. He has also touched based with the Township to see if we can paint reflective paint on the curb. The board members approved the reflectors.

Respectfully submitted, Roxanne Henke, Secretary