

**Parkwood Estates Homeowner Association  
for  
Smokler Truesdell Subdivision  
December 8, 2020 Board Meeting Minutes**

According to protocol due to the COVID-19 epidemic our meeting was conducted using teleconference.

The meeting was called to order at 7:01 pm by president Henke.

**Present:** Roxanne Henke, Robert Fortune, John Kouchoukos, Jeffrey Hall, Mike Cappuccitti, Joshua Miller, Robert Birch, Dennis Nagy of Briden Management, and board members elect, Daan Berks, Cliff James, Amanda Kouchoukos

**Absent:** Ryan Miner

**November Minutes:** Vote approved the minutes for the November meeting.

**Treasury:** Robert Fortune (Treasurer) has reviewed the latest financial report by Briden Management and concurs. He reported that for several reasons (cancelled activities, park maintenance, park equipment costs, office expense- printing fewer newsletter copies and advertisement income) expenses should result in approximately \$7000 under budget for this year.

Dennis Nagy said dues notices will be mailed later this year and probably for forthcoming years to more separate the ending year's dues from the beginning year's for clearer accounting and to avoid extra delay in cashing residents' payment checks which raised concerns that their checks were not received. Date for late payment does not change from February 1 and after.

**Parks:** John said curb marker sticks had been placed on cul-de-sacs to guide snowplows. Dennis Nagy is the contact person for residents to call regarding snow plowing issues. The newsletter has that information included in its article about the snow plow arrangement.

Some of the projects John had completed recently were the Saltz Road entrance signs for Blue Mountain Park and for Winter Park new signs with planters were installed and old sign berms cleared, shrubs to be planted in the spring, and trees along Lilley Road were trimmed and dead trees removed.

M&D Lawn and Landscaping was voted as accepted (the lowest and preferred) for the 2021 grass cutting season and the following winter (2021-2022) snowplowing season contract.

John requested residents for ideas for Loveland Park improvement in the newsletter and will assemble the responses for review at January and February meetings.

**Financial Review:** Jeffrey Hall reported that the 2019 Financial Review for our HOA has been completed and signed. The 2020 Financial Review will begin to be assembled during January and February.

**Board Positions:** The assignment of board positions are made at the December meeting. For each position members are asked who would be interested in that position. If more than one person wants to serve a particular position an election is held for the designated office.

For president, vice president, park chairman and secretary the incumbents were the only interested persons and the current holders were reinstated for those positions. Those were:

- Roxanne Henke for President
- Ryan Miner for Vice President
- John Kouchoukos for Park Chairman
- Mike Cappuccitti for Secretary

The treasurer position was open and Daan Berks volunteered for that and was voted approved.

Cliff James and Amanda Kouchoukos were installed as trustees of the board.

**Board Meeting Room:** Roxanne will arrange room reservations for 2021. The township said the meeting rooms are still unavailable for the near future. Monthly meetings will continue to be held on the second Tuesday of the month using teleconference.

**Christmas Outside Lighting Contest:** Robert Birch will email all board members, including those new for 2021, maps, score sheets and guidelines for judging to be done between December 16<sup>th</sup> and 23<sup>rd</sup>. Robert will receive and consolidate the results sent by board members. Three prizes of \$35 each will be awarded to those judged to be the winners.

The meeting was adjourned at 7:49 pm.

Respectfully submitted,  
Mike Cappuccitti