

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

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

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 member elects, Daan Berks, Cliff James, Amanda Kouchoukos

Absent: Ryan Miner

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

Treasury: Robert Fortune (Treasurer) reviewed the latest financial report by Briden Management and concurs. He reported that for several reasons (canceled activities, park maintenance, park equipment costs, office expense- printing fewer newsletter copies and advertisement income) expenses should result in approximately \$7,000 under budget for this year.

Dennis Nagy said dues notices will be mailed later this year and probably for forthcoming years to 1) more separate the ending year's dues from the beginning year's, 2) for clearer accounting and 3) 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 completed recently were 1) the Saltz Road entrance signs for Blue Mountain Park, 2) new signs for Winter Park with planters were installed and 3) old sign berms cleared. In the spring shrubs will be planted, trees along Lilley Road will be trimmed and dead trees removed.

M&D Lawn and Landscaping was voted and approved (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 the 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: Assignments for the various board positions were discussed. Which member would handle what is determined at the December meeting. For each designated office the board is asked who would like that one and if more than one person wants it an election is held. When the person for the designated office is named a vote is held for approval. For president, vice president, park chairman and secretary positions the incumbent was the only interested person and the current holder was reinstated for that position. 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.

Roxanne will be the person to 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 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 16th and 23 rd. 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.

Meeting adjourned 7:49 pm.

Respectfully submitted,
Mike Cappuccitti