

**Parkwood Estates Homeowner Association
for
Smokler Truesdell Subdivision
January 10, 2024 Board Meeting Minutes - approved**

The Meeting was conducted in person at Canton Town Hall conference room and via telecommunication using Zoom.

The meeting was called to order at 7:06 pm

Present: Board members Robert Fortune, Roxanne Henke, Mike Cappuccitti, Nazifa Karima, Jeffrey Hall, and Tim Schantz. Non-board members Dennis Nagy of Briden Management, Daan Berks and Jennifer Berks

Absent: Board members John Kouchoukos, Colleen Przybyla, Amanda Kouchoukos, Andrea Zguris

December Meeting Minutes: The meeting minutes for December were approved by vote with a word change in the Treasury section: “Eleven “corrected to Thirteen”.

Treasury Report: Dennis reported on the following recent expenses: the Holiday Decoration awards have been sent to the three residents voted to be recipients, the Santa and Rick Thom, whom our neighborhood children visited at the Winter Park Pavilion were paid.

Dennis said numerous residents had chosen to use the electronic payment app ([Zego](#)) to pay annual dues.

Dennis explained that the HOA expenses shown on the copies of the financial summary for 2023 distributed to those present appear to fit the IRS rule that our HOA spend a maximum of 10% on social events to qualify for tax free status and is not a taxable Social Club. He said he will check the rule again to be sure to understand it correctly.

Daan Berks reported that the financial review he conducted on our HOA finances for the year 2023 has passed as correct.

Annual HOA Calendar: Robert Fortune recommended that an annual calendar of events be established early in each year. He explained this allows all to look ahead at events and could help start ideas developing about timing and plans for them.

Robert presented a proposed calendar which Rick Pidsosny authored. Following a short discussion about who could view this and where, a motion was made to compose the calendar and post it on our HOA website. Board directors could use that as a basis for a working list of timing, needed procurements, location, number of personnel needed, and contingency plan if weather is a factor. This Motion was approved by vote of directors.

Ad Hoc Positions: Robert said our HOA needs individuals as coordinators for some of our tasks. Robert briefly explained several of these and for four persons offered to do such. Tim would be Board member Nominating Chairman. Jeffrey would be Financial Review coordinator, Robert would be Zoom conference meeting coordinator and HOA calendar coordinator. Coordinators are still needed for 1) newsletter/website liaison and 2) for Event with residents.

Newsletter: John will write an article for the Park Bench newsletter describing what the Park Chairman accomplishes. An article with photographs will include description of Parkwood Estates at Christmas time.

Advertising in the newsletter or on the website needs to be paid before ads are placed. A little discussion with Chris McGory, newsletter editor/author, is to ask about possible front-page renovation for highlighting on residents' community -Your HOA. Nazifa requested our Facebook page to ask residents to reply with preference for paper or email newsletter.

Other Business: Nazifa has been looking into information about Food Trucks and scheduling for evenings in our subdivision. She will contact numerous Food truck businesses to ask about arrangements for weekday evening visits including if a guaranteed minimum of sales is required. Discussion about Food trucks led to recommending that Food Truck visits be scheduled on a variety of the weekdays and a variety of weeks in the month. This could make the visits more available for some residents' different work or activity schedules. A proposal was made to find out a count, or good estimate, of the number of families which attend such events. This would help determine the level of interest in these events.

The meeting was adjourned at 8:21 pm.

The next meeting will be held on February 14, 2024 at 7:00 pm in Canton Town Hall conference room in the Lower level and on Zoom/ Invitation to be sent.

Respectively submitted,
Mike Cappuccitti