

PARKMOR HEIGHTS HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING: 08/18/2022 @ Aldersgate UMC

Attendees: Kevin Stearns (President), Jon Sales (Vice President), Alice Scott (Treasurer), Judy Robison (Secretary), Michael Angelo (Asst. Secretary), Stephen England, Gina Hewitt and John Fleming. Director Kristy Vunesky had submitted an email to the board earlier this week advising she needed to resign effective immediately citing health reasons. Homeowners in attendance: Terri Larson, Pam Wilson, Liz Rohach, Pat Hackett, Barbara Fleming, and Adam Brown.

Secretary's Report: Michael apologized for not having written minutes from the 5/12/22 meeting, but read his notes to the board. Jon Sales made a motion to accept the minutes, and John Fleming seconded that motion. Judy asked that approval be withheld until a written report has been shared with the Board and given to Tim for posting to the website. All agreed.

Treasurer's Report: Alice stated that the end of July report was emailed to all Board members. The July checking balance was \$21,110.07 and, to date, an additional \$3941.82 (which includes the annual insurance premium) has been paid thus far in August. The Money Market (Long Range Reserve Account) is currently at \$16,607.27. Gina made a motion to accept the financial report, Stephen seconded it.

COMMITTEE REPORTS:

- **Pool-**Barbara Fleming stated that she has purchased some new and additional signage for the pool (with Kevin's prior approval). There is a new "No Diving", "No Trespassers" and "No Lifeguard" sign. Barbara stated these are affixed with zipties and made of aluminum which she believes will hold up better than the plastic ones. Barbara also reported that her husband has riveted five of the chairs back together that were apparently misused. The overnight parking of guest vehicles in the pool parking area has created resident access issues during adult swim in the mornings. Barbara also stated that light timing may need an electronic eye and we need to look at the SD card on the camera for longer recording time. The pool will be closing for the season at 10:00 PM on Labor Day, September 5th. Buster Crabbe is scheduled to winterize it later that week.
- **Grounds-**Stephen reported that he has done a lot of adjustments to the common grounds sprinkler heads and even replaced some for a more suitable spray. Though the pond water level is low, Stephen feels the health of the pond is doing well. It was noted that some of the turtles have been killed and a couple of young kids have been observed in the pond and messing with the turtles. Stephen also stated that some dogs are not on leash and are uncontrolled. Question was raised on whether additional signage needed to be posted. It was shared that the grounds and pool looked great this year!
- **Architectural Control** – John Fleming shared that the ACC has approved two tree replacements at 1015 Denali as previous trees were removed by utilities. A deceased tree removal was approved for 902 Yellowstone; Installation of a hot tub at 712 Cascades; Staining of the back deck at 702 Zion Way; Glacier Court had a garage door replacement request, but changed it to a repair and the ACC also received a request for a storm door. Question was raised on who's responsibility is it for staining of the perimeter fence. The fence is the homeowner's responsibility, but any changes or improvements must be okay'd by the ACC.

OLD BUSINESS:

- **Pool Opening** – Kevin stated that all went fine with the pool opening on time. He expressed appreciation for everyone’s help in getting the furniture out and cleaned up by opening day. Kudos were also given to Alice for keeping an eye on COSTCO’s inventory and ordering the four additional chaises when they became available.

NEW BUSINESS:

- **Board Members Terms** – Kevin stated that we have a vacancy created on the board by Kristy resigning prior to the completion of her term in December of this year. Alice stated that the sale of her house is anticipated to close by mid-October, so she could serve until our next meeting in October. Since Alice is the treasurer, it was suggested that we ask Bill Brandt to serve as interim treasurer through the end of this year. The elections will be held in November for the 2023 year, and the three Directors with terms expiring are Judy Robison, John Fleming and would have been Kristy Vunesky.
- **Welcome Packets** – Kevin asked what the status was on welcome packets being delivered and the registration forms being turned in. John advised that he had welcomed Eric Kurre at 703 Zion Way and Ronda Watts at 1003 Denali. When asked where the registration form was, John stated that Eric hasn’t really moved in, so John hasn’t pressed for the form. He also stated that he has contacted Ronda a few times, but has yet to receive the completed form. John also stated that he has at least two more residents to welcome and two other homes were on the market, but he doesn’t have any welcome packets to give them. Judy reported that she had extra packets and planned to do the welcome for the homeowners at 907 Crater Circle and 908 Denali. She also apologized to John for not having explained the welcoming process in full. She advised that the registration form is always completed at the time of the visit as this is documentation that the homeowner is now in receipt of the RCCs and ByLaws. The form is then turned over to Judy so the HOA database is updated with current homeowner information, the email distribution list made current and the directory updated for the community.
- **COMMITTEE BOOKLETS** – Kevin advised that with annual changes in Board Members, Committee Chairpersons and Committee Members, he feels it would be beneficial to have a procedural manual for each committee to detail expectations and responsibilities. Kevin and Judy are working on a draft to have for the next Board meeting.
- **SOLAR PANELS** – John Fleming passed out copies of a proposal he is recommending on any requests for solar installation in our HOA. It was noted that the RCCs do not address this specifically and an update to the RCCs is overdue. Discussion led to Kevin stating that a task force including the Board Directors needed to review the current RCCs for a complete update. Every time the RCCs are changed, they have to be refiled with the County and there is a per page cost with this filing. It was emphasized that any updates must be presented to the HOA at a General Association meeting and a vote of the homeowners must be taken on approving any changes.

HOMEOWNERS’ FORUM:

- In discussing the updating of the RCCs, it was suggested that we look at language concerning rentals in line with VRBO’s.

- Another question was raised on the RV parked on Cascades. Kevin advised that the Board looked into the vehicle and felt it did not meet the definition of an RV, but rather a medical transportation vehicle. After much discussion, the Board agreed to discuss this with the homeowners.
- Question was raised on the HOA Financial Report being shared. Alice stated that it is mailed monthly to the Board. Judy stated that it has been put on the website in the past, but we are no longer paying to have a secure website that requires a password. After some discussion, it was suggested that we poll the homeowners at the November meeting on whether they want this emailed to them monthly.
- Numerous pool issues were mentioned. (1) late night gatherings and confrontational attitudes – this raised a question on our security checks of closing the pool at 10 PM nightly. It was recommended that there always be two people doing the checks and verifying residency. Kevin also stated that each security team should be aware that Nixa PD is willing to aid, if needed; (2) inappropriate female swimwear attire – wearing thong swimwear was noted several times by young teen females and definitely violates the swim rules posted. Since the pool season closes in 3 weeks, it was recommended that rules be sent to each homeowner at the beginning of next season with emphasis on compliance or loss of pool privilege; (3) overnight parking at pool by guests of James household – Kevin stated he has talked with them and efforts were being made to park either on the street at their house, or in the driveway of their rental home.
- HOA COMMUNICATIONS – A suggestion was made and Adam Brown volunteered to create a quarterly newsletter for the HOA. Several members present expressed enthusiasm for this.

Kevin noted that we needed to exit the building by 9:00 PM, so he finished the business by reminding everyone that we needed to discuss the 2023 budget; and we would need to establish nominating committee at next meeting.

The next Board meeting will be at Aldersgate UMC on Thursday, 10/13/22. Alice made a motion to adjourn the meeting, Gina and Stephen simultaneously seconded it. All voted in favor.

Minutes taken and transcribed by Judy A. Robison.