

PARKMOR HEIGHTS HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING: 10/17/2019

Attendees: Vince Barnes (President) Rosemary Ravenscroft (Vice-President), Bill Brandt (Treasurer), Judy Robison (Secretary), Bill Kunkel, and Barbara Fleming. Absent: Beverly Linn

Homeowner Attendees: Rick and Loretta Hermann, John Fleming, Jim Stober and Kevin Stearns.

Roll call of the board established the above present and a quorum was confirmed. Vince called the meeting to order.

**Secretary's Report:** Copies of the 09/26/19 minutes had been emailed to all board members. There were no additional changes or corrections so Bill Brandt made a motion to accept the minutes as written, and Bill Kunkel seconded the motion. All voted in favor.

**Treasurer's Report:** Bill Brandt passed out copies of the accounting journal as of 9/30/19. The current checking account balance is \$6,232.73. Bill B. advised that most bills have come in for the year. We will still have a few mowings, the closing of the irrigation system, and utilities. He indicated that we are looking at a deficit on the 2019 budget and the Reserve was not funded last year and most likely will not be this year. The 2020 projections are fluid as we are still securing bids for the contracted services. Rosemary made a motion to accept the treasurer's report. Barbara seconded the motion and all voted in favor.

#### **Committee Reports**

- **Neighborhood Watch** – No report.
- **Pool Committee** – Vince advised that the Pool Committee has, at this time, received only one bid for the pool maintenance in 2020. They are still seeking additional bids. As mentioned last meeting, the pool lights were repaired (electrical short) for the cost of \$300 and we believe the pool cover will make it another year. There may be a need for additional lounges next year too.
- **Grounds Committee** – Barbara, chairperson for the grounds committees, stated they had secured three bids for the lawn maintenance (mowing and fertilization) .... Complete Lawncare @ \$240 per mow; Sheer Grasslands @ \$315 per mow; and Mays & Sons with a bid of \$297 when including the outer fence area, \$232 when only the common area. The Grounds Committee recommended staying with Complete Lawncare for the 2020 season. Barbara also wanted to express appreciation for Bruce Robison and Pam Wilson on cutting down the diseased willow tree and Rick Hermann for hauling off the debris.
- **Architectural** –John Fleming (chair) stated they had received a request from Gary Gann to enclose his porch, add a deck and pergola.
- **Social Committee** – Judy (liaison) reported no action.
- **Welcome Committee** – No new residents at this time.

#### **OLD BUSINESS**

- Discussion ensued on educating our fellow homeowners on the need to increase dues for the year of 2020. Suggestion was made that a graph be projected showing the variation between income and expense. Most agreed that the summation of historical spending by the HOA

showing the cash flow analysis over the past three years that Bill Brandt had written was very revealing.

- The need to revise the By-Laws to allow the annual meeting to be within the last 60 days of the year instead of 30 days was unanimously agreed to be on the ballot. Judy advised that she had re-read the By-Laws and found some small inconsistencies that should be corrected at this time too. She suggested that the By-Laws be projected at the meeting so that everyone could see what wording changes were being proposed. John Fleming offered to bring his projector for that purpose.

#### **NEW BUSINESS**

- Vince stated that the Nominating Committee needed to be selected to aid in identifying nominees for the election to the Board of Directors. Vince stated that the By-Laws required two members of the HOA and one Board member whose term was not expiring. Vince had already spoken with Tim Franks and Lorie Miller who both agreed to be on the Nomination Committee. After some discussion, Vince agreed to be the Board member on the Nominating Committee.
- Vince mentioned that we needed to have a Proxy for both elections. Judy advised that she has that ready.

#### **HOMEOWNER'S FORUM**

- John Fleming handed each board member a handout to review after the meeting detailing his suggestions of how the new board might operate. Key points were to have a meeting agenda sent out in advance; increase emails to HOA residents reminding them of (i) no overnight parking on residential streets; (ii) removal of dead trees and required replacements; (iii) provide a detailed, easy to understand reason for annual dues increase; and (iv) the need to complete the Modification Request in advance.

Bill K. made a motion to adjourn the meeting and Barbara seconded it. All voted in favor.  
Minutes taken and transcribed by Judy A. Robison.