

PARKMOR HEIGHTS HOMEOWNERS' ASSOCIATION  
VIRTUAL BOARD OF DIRECTORS MEETING: 04/28/20 and 04/29/20

Attendees: Vince Barnes (President), Rosemary Ravenscroft (Vice President), Bill Brandt (Treasurer), Judy Robison (Secretary), Bill Kunkel (Director) and Kristy Vunesky (Director). Homeowners tuning in were: Rick Hermann (4/28 & 4/29), Barbara Fleming (4/28), Fred Ravenscroft (4/29), and Jon Sales (4/29).

This meeting of the Board of Directors was presided over and called to order by the president. Roll call established the above present and a quorum was confirmed.

**Secretary's Report:** Judy advised that she emailed the last Board meeting minutes of 12/12/19, as well as the General Association minutes from 11/14/19 and 12/12/19. All acknowledged receipt and had no changes or suggestions to recommend. Bill K made a motion to accept the minutes as written, and Kristy seconded the motion. All voted in favor.

**Treasurer's Report:** Bill B. advised that we have now received all but one homeowner's association dues. He also mentioned that one homeowner (through their closing process on the purchase of their home) has already paid their 2021 dues. The board did vote to waive late fee on the house on Glacier Court as no one knew residency had changed. The current overdue is the vacant home on Denali and the combined amount due from 2019 and also 2020 for this property is \$1981.71. (Additional discussion on this debt is in "New Business".)

Bill B. stated that the insurance payment and roofing invoice for the Pool house has been finalized. The 2019 State and Federal tax returns have also been filed. In conclusion, Bill B. stated that our combined bank accounts (the checking and the Long Range Reserves money market account) totaled \$38,513. Bill K. made a motion to accept the treasurer's report and Rosemary seconded the motion. All voted in favor.

**COMMITTEE REPORTS:**

**Pool** – Vince stated that with Beverly (formerly chairperson) moving, we do not have anyone volunteering to chair the committee and weren't really sure if there was anyone on the committee. Judy stated that Melissa Crass has offered to serve on this committee and it was also mentioned that Alice Scroggins would like to serve on a committee.

NOTE: At this point the community was under a tornado warning, so meeting was ended with a reschedule on ZOOM same time the next evening.

Meeting reconvened on 4/29/20 with attendance as noted at the beginning of these minutes. All board members were present for both meeting times.

Vince recapped the business from the night before and we again discussed the Pool Committee. Vince stated that he had contacted another pool service for a bid on opening/closing the pool and doing weekly maintenance. He was unable to get a response, and all agreed to approve the contract with Buster Crabbe. Judy advised that the poll sent out to all homeowners in an email blast on potentially

changing the opening and closing from the traditional season of Memorial Day to Labor Day netted about 14 responses ... of which 7 were for opening/closing two weeks later, and the other 7 were for keeping it the same. Vince stated that he had also contacted the City of Nixa on what guidelines they were using considering the current COVID-19 orders and concerns. Nixa has a social distance order through May 31. Discussion ensued and it was agreed that we needed to schedule the opening with Buster Crabbe and that with current guidelines, we should look at the postponed opening. Bill B. made a motion that we open this year on June 5<sup>th</sup> with a planned closing date of September 20<sup>th</sup>. He suggested this be a one year trial and review the community response before committing to a schedule for 2021. Judy seconded his motion and all voted in favor. Of course, should there be a change required for public health and safety, an email blast will be sent out. Judy said she would post it to FaceBook too.

**Grounds:** Rick Hermann presented the spring report advising that Dave Taratuta had completed 5 mowings to date and that we are still waiting for the invoice (\$240 per week). Fertilizer was also applied in mid-March, and we are awaiting that invoice too. Shear Grasslands has opened the irrigation system and performed the backflow test on the common area around the pond; the pool house water is scheduled to be turned on this weekend and water fountain hooked back up. Rick stated that he and John Fleming cut the pampas grass in March and have pruned around the welcome sign. He stated that we needed some mulch around the two beds near the entrance to the subdivision. Additionally, Bruce Robison has been treating the pond with dye and algae control chemicals. Rick stated that \$430.51 has been spent so far on pond chemicals and they may need to switch some monies budgeted for the grounds committee as about \$230 is currently left for pond chemicals. Rick stated that he plugged a hole in the retainer wall for the pond which has improved the water levels. He also stated that leaving the algae along the "shoreline" aids in blocking the sunlight and reducing the production of more algae. Committee members are: Rick Hermann, Bruce Robison, Bill Brandt and Jim Stober.

**Architectural Control (ACC):** Kristy advised that the ACC has reviewed and approved 7 modification petitions (garage door replacement, re-skin of back deck, removal of dead trees/shrubs, driveway replacement, painting of front door, roof replacement and landscaping) and have one petition pending. Committee members are: Kristy Vunesky, Tara Kut, Bill Kunkel, Raymonda Barnes, and Keith Vunesky.

**Long Range Reserves:** Fred Ravenscroft advised that the termite repair on the pool bathrooms as well as the roof did come from the Long Range Reserves. Monies did not allow for funding of this reserve over the last two years, but Fred, Bill B. and Vince will be reviewing current funding and the expenses anticipated to need such funding and present a detailed report at a future Board meeting.

**Welcome:** Since the beginning of the year, Judy and Vince welcomed Jerry and Janice Estes on Crater Circle; Judy welcomed the Betebenner family on Denali; Rosemary has welcomed the Haymes family on Cascades, the Braun family on Glacier Court, the Hewitt family on Yellowstone, as well as the Pamperein family on Glacier Court. Rosemary also stated that she has been in touch with the owner and/or realtor of the two homes on the market right now on Zion Way and Yellowstone. Rosemary advised that she is needing to make copies for additional welcome packets and wanted to know if we had funds for copying expense. Bill Brandt advised that we did have an administration fund for such.

## **NEW BUSINESS**

**1013 Denali** – Vince brought up the thought of turning this debt over to a collection agency. The homeowners did not pay their 2019 dues (which with the incurred late payment fees now amount to \$1476.59); nor have they paid their 2020 dues (which with incurred late payment fees will amount to \$505.12 as of 05/01/20). We have already sent them letters and also placed a lien against the property for 2019. After discussion, it was decided to send the homeowner a detailed letter concerning the outstanding debt with a statement that failure to resolve this by 06/01/20 will result in us pursuing legal recourse including assignment to a collection agency. That allows us to pursue additional information on contracting a collection agency and voting on this at our next meeting.

**Board Vacancy:** Vince advised that with Beverly moving from the neighborhood, we needed to appoint someone to fill her vacancy for the remainder of this calendar year. Several names were put on the virtual table and Vince will do follow-up phone calls to these individuals.

**Pool:** The Pool Committee needs a chairperson and additional committee members. When Judy sends the minutes out to the community, she will ask for volunteers. This needs to be resolved before the pool opens. Additionally, we need to get an email out for applications for pool custodian. Judy said she would get that out next week with job description. Vince also mentioned that our pool furniture needs to be upgraded and that we should look at better quality for longevity. The poly-resin furniture was mentioned as it is higher priced, but carries lifetime warranties. Bill Kunkel volunteered to inquire on this.

**Signs for 2020 Seniors:** Judy advised that we received an email inquiring if the Board would consider a “temporary stay of Section 18 of the RCCs” for the exclusive purpose of honoring the seniors in our subdivision who are missing their graduation this year. Nixa Public Schools is promoting “Class of 2020” yard signs in support; and since Parkmor Heights is home to five seniors, the HS principal, the JH principal, and the school board president, it was thought this would be a supportive gesture. The Board agreed and voted to allow this special signage for the month of May only.

The next meeting will be done virtually through Zoom on Tuesday, May 19<sup>th</sup>. Rosemary made a motion to adjourn the meeting, and Bill Kunkel seconded it. All voted in favor.

Minutes taken and transcribed by Judy A. Robison