

# Parkside West HOA, Inc.

Board of Directors Meeting  
October 25<sup>th</sup>, 2018 at 7:00pm  
Ted Whitlock Community

## Approved Meeting Minutes

**Call to Order:** President James Boothroyd called the meeting to order at 6:30pm.

**Establish a Quorum:** Directors present were James Boothroyd, Walt Drouin, Rob Frey, Robert Richert, Patricia Ketterman and John Naporkowski. With 6 directors present a quorum was established. Also present, was Ryan Marrs representing SCPM.

**Proof of Meeting Notice:** The meeting notice was mailed to all owners at least 14 days in advance as required. Notice was also posted on the bulletin board and the website.

**Approval of Previous Meeting Minutes:** Tabled until the next meeting.

### **Reports of Officers and Committees:**

- a. **Financial Report:** James reported that as of the end of September, the association had the following account balances:  
BB&T Operating - \$61,119  
BB&T Reserve - \$153,785  
Accounts Receivable - \$28,383  
Total Assets - \$243,287
- b. **ARC:** The paint job at 2080 Neveah was discussed. James confirmed the ARC did indeed approve the color in question and that the owner applied the paint color that was approved therefore it will be allowed to remain as completed. Patricia motioned to require any owners requesting to paint a different color than the original to paint a swatch on the home so that the ARC can see what the color will look like once applied to ensure it blends with the overall schemes already in place within the community. Walt seconded, and the motion passed unanimously.
- c. **Social Committee:** Patricia noted that the annual Christmas Party was scheduled for Sunday December 16<sup>th</sup>, volunteers are always needed.

### **Old Business:**

- a. **Landscaping:** Robert Richert reported that Casey and Lone Star are finalizing estimates to replace mulch and dead vegetation at the front entry.

**New Business:**

- a. **Review Vendor Contracts:** Walt motioned to approve the updated agreement with SCPM. Rob seconded, and the motion passed unanimously. Ryan noted that SCPM'S contract has not increased since they took over management in May of 2013. The agreement was updated to reflect current dates and that the association is now 100% built out with all 240 homes constructed.
  
- b. **2019 Proposed Budget:** The board discussed the budget in detail and opened the floor for questions from the membership. Members asked about the possibility of lowering the proposed percentage increase from 10% to 5%, if owners would still be able to pay monthly, and if any discounts could be available for those who pay early. Walt motioned to leave the lawn assessments at \$48 per month per owner. Rob Frey seconded, and the motion passed unanimously. Rob Frey motioned to have the lawn assessments and the annual assessment rolled into one assessment which will be payable in quarterly installments due in January, April, July, and October. Patricia seconded, and the motion passed unanimously. Rob Frey motioned to approve the proposed 10% increase to the 2019 budget. Walt seconded, and the motion passed unanimously. ***The 2019 dues will be \$1104 per owner, broken down in quarterly payments of \$276, with each installment due in the beginning of January, April, July and October.***
  
- c. **Parking:** Parking issues were discussed. Robert Richert noted he would take the lead on parking issues that require immediate action such as boats blocking sidewalks and RV's being parked for extended periods (more than 48 hours).

**Adjournment:** With no other business Rob Frey motioned to adjourn and the meeting ended at 8:45pm.