

Board Meeting Minutes
PARKWOOD SQUARE Building B
May 19, 2025

Meeting called to order at 6:02 P.M. by Barry Donaldson.

Board members in attendance: President Barry Donaldson, Vice President and Treasurer Karen Brown, Secretary Margaret Able

Motion to waive the reading of the prior meeting minutes as posted and seconded. Motion passed. Minutes for March 27th meeting accepted as posted.

Financial Report as of 04/30/2025 made by Karen Brown

Operating Funds \$26,774.53

Reserve Funds \$143,114.66

Total Liabilities & Equity \$179,787.19

OLD BUSINESS

Carport Update: Vendor has informed Barry that the parts to complete the repair are in the process of being fabricated as we speak. We expect the repair to be completed during the month of June. We will post a notice of the repair date once notified.

Spectrum Update: New contract has been established. It includes expanded cable service and internet service. Members need to contact Spectrum Bulk Services to order new service and equipment. Please remember to return any old equipment to Spectrum and close any individual accounts you have for internet service. Internet service will now be paid via our HOA.

Cleaning Responsibilities/Supplies: Members were reminded to keep their door front area clear of spider webs and debris. Please remember to occasionally wipe down your window sills. When using the laundry room please do what you can to maintain its appearance, by leaving machines clean and emptying trash if full.

We will be purchasing swiffer mops to replace the rag mops in each laundry room and additional trash bags to make it easier for owners to maintain the laundry rooms. Mops will be labeled by floor.

Please tie up all trash bags prior to putting them in the trash bin to avoid rodent issues.

Signage/Entry Signs: Agreement has been reached with Building A to split the cost of new signs for front and rear entrances. We were unable to get the Villas to participate. Signs will be going up soon.

NEW BUSINESS

No new business was discussed.

OPEN FORUM

Question/concern regarding the landscaping service blowing grass towards the building. This practice is causing debris to end up in owners' doorways. Barry said he would address this with the landscaping service.

ADJOURNMENT

Meeting was adjourned at 6:32 P.M.