

CLARIDGE POINTE HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING January 15, 2020

CALL TO ORDER, WELCOME AND INTRODUCTIONS, ROLL CALL, DETERMINATION OF QUORUM

The meeting of the Claridge Pointe Homeowners Association Board of Directors was called to order at 5:32 p.m. by Harry Tolles. The meeting was held at the Community Conference Room at the back of Raley's Grocery Store at 1075 N. Hills Blvd., Reno, NV 89506. A quorum was established with all four (4) of the four (4) Board Members present.

Board Members Present:

Harry Tolles
Carol Passow
Lorraine Lee
Brent West

President/Treasurer
Vice-President
Secretary
Director

Others Present:

Don Lamers, CMCA®

Supervising Community Manager,
Associa Sierra North

Homeowners Present:

List on File

HOMEOWNER COMMENTS/CONCERN

No membership spoke at this time.

MINUTES

Approval of September 19, 2019 and November 21, 2019 Board Meeting Minutes

Minutes from the September 19, 2019 and November 21, 2019 Meeting were reviewed.

MOTION: H. Tolles moved to approve the September 19, 2019 and November 21, 2019 meetings as written. B. West seconded the motion; which carried unanimously.

FINANCIAL REPORTS

- a) Current Un-Audited Financial Statements – Management provided the Board with the financial statements through November 30, 2019: current year-to-date schedule of revenues and expenses for the operating and reserve account, compared to the budget; current reconciliation of the operating and reserve accounts; and latest account statements prepared by the financial institutions in which the accounts are maintained.

The operating balance as of November 30, 2019 was \$11,819.43 with a due to from Operating to Reserves of \$2,500.00 and the balance in the reserve account was \$252,148.22

H. Tolles read out the cash balances of both accounts as of 1/14/2020.

MOTION: C. Passow moved to acknowledge the board has fulfilled their fiduciary duty to review the unaudited financials for November 30, 2019 and bank statements as presented. H. Tolles seconded the motion; which carried unanimously.

CD for \$100,000.00 has been purchased

A reserve CD was purchased in the amount of \$100,000.00 at Mutual of Omaha Bank on 12/26/2019 that matures on 12/24/2020 with an interest rate of 1.73%

H. Tolles commented that he does not have online access to view the account and asks that Associa provide access.

Sign Bank Signature Cards and Strongroom Authorization Form

The signature cards and Strongroom authorization forms were not signed at the meeting. Faye Emerick needs to be removed from signature in Strongroom and Carol Passow added.

OTHER BOARD BUSINESS

a) **One Vacant Seat – Appointment of New Board Members- Action**

Sue Durst volunteered to serve on the Board. Discussion was had.

MOTION: H. Tolles moved to appoint Sue Durst to the Board for the 2020 year. B. West seconded the motion; which carried unanimously.

b) **Jobs Peak Weed Control FY 2020 – Rest of Property - Proposal**

Management advised that he executed the fire break contract with Jobs Peak and solicited a bid for the rest of the property spraying. There was no response from the vendor at this time. As such, Management asked Reno Green to submit a proposal for Landscape Maintenance for 2020 since the current contract expires on February 1, 2020. A proposal was reviewed by the board.

H. Tolles stated that he would like to have follow up with Jobs Peak to see if they are in fact on the list for spraying of the Fire Break in 2020 and then to ask Reno Green to modify the bid accordingly.

No action was taken.

c) **2019 Tax Preparation and 2019 Audit - Proposal**

A proposal from current CPA, Hill burn & Lein, CPA was presented for board consideration. Discussion was had.

MOTION: H. Tolles moved to approve the proposal from Hillburn & Lein, CPA to prepare the 2019 Taxes and conduct the 2019 Audit in the amount of \$1,475.00. C. Passow seconded the motion; which carried unanimously.

d) **Tractor Trailer Insurance Claim Update/Insurance Reimbursement Status – Discussion/Action**

H. Tolles advised he had signed off on the release of Claim #202814 Property Damage with R+L Carriers, (contact: April Wilson - april.wilson@rlcarriers.com), and that a check would be issued on Friday, January 17, 2020 in the amount of \$2,808.50 to satisfy the damage to the call box at South Claridge. No further action was required.

e) **Reno Fire Department Request for Access to Fire Gates – Discussion/Action**

H. Tolles stated he was contacted by a Representative of the Reno Fire Department asking if they could put their own locks on the Claridge Pointe fire gates. He stated that the Board did not have objection to the Reno Fire Department placing locks as long as they provided the Board with access to the lock. This is because the gates must be opened if snow removal is required. He asked that this item be kept on the Agenda until such time the City of Reno Fire Department makes a formal presentation regarding the locks. No action was taken.

MANAGEMENT REPORT

Management submitted a written management report for the board review. Management gave the executive session summary stating the board took action with regards to the collection policy and compliance.

Management advised that the new interim Manager for Claridge Pointe would be Piper Cates, pcates@associasn.com contact phone: 775-334-7410. He thanked the board for a great two years. Management asked when the Board would like the next compliance walk. H. Tolles state to pick up again in March 2020.

Management advised that the Milne Tow Contract would need to be updated.

B. West commented that he would like a supply of tow tags.

BOARD MEMBER COMMENTS

No comments were made at this time.

DISCUSSION ON FUTURE AGENDA ITEMS & NEXT BOARD MEETING DATE

The next board meeting is tentatively scheduled for Tuesday, March 10, 2020 at 5:30PM, pending confirmation of meeting room at Raley's.

HOMEOWNER COMMENTS

141 Platinum Pointe: Owner stated vehicles park too close to the mailboxes and asked if the bumpers at the mailbox could be moved back. Discussion was had.

140 Platinum Pointe: Owner commented that she had seen some advertising on mailboxes and asked if they should remove such solicitations. Management advised that all solicitations should be removed. He cautioned against hiring someone to do work that is unlicensed. Owner commented that she had a subsidiary of D&D roofing out of Carson City do some work on a leaky dormer.

7590 Diamond Pointe: Owner stated there was a large animal she saw go into a neighbor's garage with a large tail. C. Passow stated it was likely a racoon.

ADJOURNMENT

There being no further business, H. Tolles moved to adjourn the meeting at 5:59 PM. L. Lee seconded the motion; which carried unanimously.

Respectfully Submitted by:

Approved by:

Don Lamers, CMCA®
Supervising Community Association Manager
Recording Secretary
Associa Sierra North

Lorraine Lee – Secretary
Claridge Pointe Homeowners Association