

# CLARIDGE POINTE HOMEOWNERS' ASSOCIATION

## Board of Directors Meeting Minutes

April 25, 2023

### **Board Members Present**

Harry Tolles- President / Treasurer  
Sue Durst- Secretary  
Brent West- Director

### **Management**

Kara Kite  
Community Association Manager  
Western Nevada Management, Inc.

### **Homeowners Present**

Linda Proulx

### **Board Absent**

### **Call to Order/Determination of Quorum**

President, Harry Tolles called the meeting to order at 6:00 p.m. on April 25<sup>th</sup>, 2023. With three (3) of the three (3) Board Members in attendance, a quorum was established. The meeting was held via Zoom Video Conference which was hosted from the Offices of Western Nevada Management, Inc., located at 255 W. Peckham Lane, Suite 2, Reno, NV 89509.

### **Homeowner Comments/Open Forum**

None at this time

### **Minutes**

The Board reviewed the minutes from January 17<sup>th</sup>, 2023. Due to the management change, the minutes had many required changes/additions. H. Tolles requested the minutes be sent to him so he can complete them and approve at the next meeting.

**NO MOTION MADE at this time**

### **Financial Statements**

#### **a.) Review & Accept the December 2022, January 2023, February 2023 & March 2023, Unaudited Financial Statements**

The board reviewed the December 2022, January 2023, February 2023, & March 2023 unaudited financial statements. As of March 31, 2023, there was a total of \$11,246.83 in the operating account. A total of \$472,867.55 in the reserve account (including two CD accounts.) There is a total of \$9,260.42 in accounts receivable.

**MOTION: H. Tolles moved to accept the December 2022, January 2023, & February 2023 unaudited financial statements. B. West seconded the motion, which carried unanimously.**

#### **b.) Reserve CDs- Investment- Status**

The association invested \$200,00.00 into a CD account on 2/6/2023. It is a 12-month investment and will mature on 2/6/2024 at a 4.08% interest rate.

**MOTION: H. Tolles motioned to ratify the \$200,000.00 CD investment for 12 months at 4%. B. West seconded the motion, which carried unanimously.**

### **Old Business**

#### **a.) Appointment of New Board Member**

The board received a nomination form from Linda Proulx.

**MOTION: H. Tolles motioned to appoint Linda Proulx to the Claridge Pointe Board of Directors. S. Durst seconded the motion, which carried unanimously.**

**b.) Charter Spectrum Internet Access for Gate**

The board switched to Charter Spectrum Internet for gate access due to continued issues with the previous provider, AT&T. The previous provider had shut service off three separate times during the contractual relationship.

**NO MOTION MADE at this time**

**New Business**

**a.) South Claridge Gate Issues- Ratify Guardian Gate Costs**

Due to the constant gate issues that have been faced, the association decided to replace the south gate. The cost was \$8,560.00 for the front entry installation and \$5,700.00 to install the click to enter installation. The total cost of the installation was \$14,260.00.

**MOTION: H. Tolles motioned to ratify the Guardian Gates & Fencing in the total amount of \$14,260.00. S. Durst seconded the motion, which carried unanimously.**

**b.) Mountain Alarm- Ratify Camera Service Contract**

Management will reach out to Mountain Alarm and request firmly they come check out the connectivity issues.

**MOTION: H. Tolles motioned to ratify the Mountain Alarm Camera Service Contract. B. West seconded the motion, which carried unanimously.**

**c.) Management Contract**

The board reviewed the Western Nevada Management Contract. The new contract has a 3% fee increase to \$1,462.60/month.

**MOTION: H. Tolles motioned to approve the Western Nevada Management Contract in the amount of \$1,462.60. S. Durst seconded the motion, which carried unanimously.**

**d.) Signage Replacement- Allocate Amount for FYE 2023 & Determine Which**

Management and board will look at the signs during the next community inspection walk.

**NO MOTION MADE at this time**

**e.) Insurance Renewal- Previous Policy Expired 3/7/23- Ratify Renewal**

Due to the insurance policy renewal falling in between meeting dates, the board approved the renewal through American Family in the premium amount of \$2,322.00. However, the payment that was made was in the amount \$3,423.00.

**MOTION: H. Tolles motioned to ratify the insurance renewal through American Family with the premium of \$2,322.00. B. West seconded the motion, which carried unanimously.**

**f.) Man Gate Repair at 1 Brookshire & Man Gate Repair at S. Claridge & Wellington**

Deluxe Step & Rail repaired the pedestrian gate for \$500.00.

**MOTION: H. Tolles motioned to ratify the Deluxe Step & Rail proposal in the amount of \$500.00. B. West seconded the motion, which carried unanimously.**

**g.) DKS Cellular Increase in Monthly Billing**

Correspondence was received on 2/1/23 from DoorKing stating the service will increase \$2.00/month.

**NO MOTION NEEDED at this time**

**h.) Fence Repairs at North Claridge Pointe Parkway along North Virginia**

A&J Quality Home Service completed the fence repairs along North Virginia St. The total of the work completed was \$1,742.00.

**MOTION: H. Tolles motioned to approve the invoice in the amount of \$1,742.00. B. West seconded the motion, which carried unanimously.**

**Homeowner Comments**

Linda Proulx stated there was a notice received about the speed limit being 25 MPH. Management and the board stated the notice was not sent from the association and the speed limit is 15 MPH.

Brent West asked about the red zone painting. H. Tolles responded it is set to be done during the next slurry seal.

**Items for next agenda**

The next meeting is scheduled for 6/20/2023 at 6:00 p.m.

**Adjournment**

With no further business to conduct, H. Tolles adjourned the meeting at 6:26 p.m.

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Kara Kite  
Recording Secretary  
Community Association Manager  
Western Nevada Management, Inc.

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Attested to by Sue Durst, Secretary  
Claridge Pointe Homeowners Association