

CLARIDGE POINTE HOMEOWNERS' ASSOCIATION

Board of Directors Meeting Minutes

August 22, 2023

Board Members Present

Harry Tolles- President / Treasurer
Sue Durst- Secretary
Linda Proulx- Director

Management

Kara Kite
Community Association Manager
Western Nevada Management, Inc.

Homeowners Present

None

Board Absent

Brent West- Director

Call to Order/Determination of Quorum

President, Harry Tolles called the meeting to order at 6:01p.m. on August 22nd, 2023. With three (3) of the four(4) 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

Linda Proulx reported a person had been driving in the complex, revving their engine.

Minutes

The Board reviewed the minutes from June 20, 2023.

MOTION: H. Tolles moved to approve the June 20, 2023. Sue Durst seconded the motion, which carried unanimously.

Financial Statements

a.) Review & Accept the May and June 2023, Unaudited Financial Statements

The board reviewed the May 2023 & June 2023 unaudited financial statements. As of June 30, 2023, there was a total of \$11,276.66 in the operating account. A total of \$482,354.28 in the reserve account (including two CD accounts.) There is a total of \$9,638.88 in accounts receivable.

MOTION: H. Tolles moved to accept the May 2023 – June 2023 unaudited financial statements. Linda Proulx seconded the motion, which carried unanimously.

Old Business

a.) Appointment of New Board Member

There is still one (1) vacant board position available. There have not been any received candidate forms as of 8/22/23.

NO MOTION MADE at this time.

New Business

a.) 2021 & 2022 Financial Audits- Hillburn & Lein, CPA

The board reviewed the 2021 & 2022 Financial Audit performed by Hilburn & Lein, CPA. There was no unusual accounting noted for 2021 or 2022. It was noted 2021 had been missed due to the transition to new management.

MOTION: H. Tolles motioned to approve the 2021 & 2022 financial audits completed by Hillburn & Lein, CPA. Linda Proulx seconded the motion, which was carried unanimously.

b.) Sewer Line Camera/Hydroflush- Jet Plumbing

Harry Tolles reported there was a sewer line issue on N. Claridge Pointe. There was a blockage and the Association had jet Plumbing clear the blockage. Harry said spoke with the City of Reno environmental department who recommended the HOA get the lines inspected and to hydroflush the lines more frequently the lines. The association requested Jet Plumbing provide a proposal to camera all the main lines throughout the community. They submitted a proposal to have all the camera lines scoped and flushed in the amount of \$4,480.00. To have the main sewer lines just

scoped would cost \$3,680.00.

H. Tolles recommended paying the bill to Jet Plumbing for the emergency hydroflush and to leave the hydroflushing at the 5-year cycle as listed in the reserve study. The Board agreed. No action required.

c.) Legislative Update- Cyber insurance, email opt-out and electronic voting

Management announced the recent legislative updates for community associations that include Cybersecurity Policy, Electronic Correspondence, and electronic voting. Management solicited a cyber security policy quote and The Hartford Steam Boiler Company provided a \$250k policy with the premium amount of \$699.00. Management reported about 70 owners are currently utilizing one of the online payment options.

MOTION: H. Tolles motioned to approve the cybersecurity insurance policy for \$699 per year. Sue Durst seconded the motion, which was carried unanimously.

The electronic voting and email opt-out was also discussed. No action required.

Homeowner Comments

None.

Items for next agenda

The next meeting is scheduled for 10/10/2023 at 6:00 p.m.

Adjournment

With no further business to conduct, H. Tolles adjourned the meeting at 6:22 p.m.

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

Attested to by Sue Durst, Secretary
Claridge Pointe Homeowners Association