

# CLARIDGE POINTE HOMEOWNERS' ASSOCIATION

## Board of Directors Meeting Minutes

September 13, 2022

### **Board Members Present**

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

### **Management**

Kara Kite  
Community Association Manager  
Western Nevada Management, Inc.

### **Homeowners Present**

No Homeowners Present

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

President, Harry Tolles called the meeting to order at 6:02 PM on September 13, 2022. With all three (3) of three (3) Board Members were in attendance 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 July 26, 2022.

**MOTION: H. Tolles moved to approve the July 26, 2022, meeting minutes. B. West seconded the motion, which carried unanimously.**

### **Financial Statements**

a.) Review & Accept the July 31, 2022, Unaudited Financial Statements

The board reviewed the July 31, 2022, unaudited financial statements. K. Kite reported as of July 31, 2022, the operating account had \$26,344.18 and the reserve account had \$423,301.62 including the Certificate of Deposit Accounts.

**MOTION: H. Tolles moved to accept the July 31, 2022, financial statements. S. Durst seconded the motion, which carried unanimously**

### **Association Business**

a.) Community Tree Maintenance- Alpha Tree

The board approved the Alpha Tree Proposal in the amount of \$7,500.00. The tree maintenance is scheduled for 9/28/22.

**MOTION: H. Tolles moved to ratify the Alpha Tree proposal in the amount of \$7,500.00. B. West seconded the motion, which carried unanimously.**

b.) FY 2023 Reserve Study Update

The board reviewed the reserve study update completed by Harry Tolles. H. Tolles recommended the board consider an additional reserve transfer at the end of year in the amount 10K-15K.

**MOTION: H. Tolles moved to adopt the 2023 reserve study update submitted by Harry Tolles. S. Durst seconded the motion, which carried unanimously.**

c.) FY 2023 Operating & Reserve Budget

The board reviewed the draft 2023 operating and reserve budget. The draft budget has a \$5.00/month increase from 2022 for a total of \$115.00/month.

**MOTION: H. Tolles moved to adopt the 2023 operating and reserve budget. B. West seconded the motion, which carried unanimously.**

### **Homeowner Comments**

None at this time

**Items for next agenda**

The annual membership, budget ratification, and board meeting is scheduled for November 28, 2022, at 6:00 p.m.

**Adjournment**

With no further business to conduct, H. Tolles adjourned the meeting at 6:19 PM.

---

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

---

Attested to by Board Member:  
Claridge Pointe Homeowners Association