

CLARIDGE POINTE HOMEOWNERS' ASSOCIATION

Board of Directors Meeting Minutes

November 27, 2023

Board Members Present

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

Management

Kara Kite
Community Association Manager
Western Nevada Management, Inc.

Homeowners Present

None

Board Absent

Call to Order/Determination of Quorum

President, Harry Tolles called the meeting to order at 6:10 p.m. on November 27th, 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

None at this time

Appointment of Officers

President: Harry Tolles
Treasurer: Harry Tolles
Secretary: Sue Durst
Director: Linda Proulx
Director: Brent West

MOTION: H. Tolles moved to approve the officers as listed above. L. Proulx seconded the motion, which carried unanimously.

Minutes

The Board reviewed the minutes from October 10, 2023.

MOTION: H. Tolles moved to approve the October 10, 2023. L. Proulx seconded the motion, which carried unanimously.

Financial Statements

The October 2023 financials were not completed. H. Tolles gave an update of the current balances and financial state.

NO MOTION MADE at this time

Old Business

a.) Tree Trimming- Alpha Tree

The board reviewed the proposal from Alpha Tree in the amount of \$8,500.00. This work was already approved at a previous meeting. The work will be preformed in January 2024.

NO MOTION MADE at this time.

New Business

a.) 2023 Engagement Letter- Hillburn & Lein

The board reviewed the 2023 Engagement Letter which will provide the required 2023 audit not to exceed \$1,675.00.

MOTION: H. Tolles motioned to approve the 2023 engagement letter from Hillburn & Lein not to exceed \$1,675.00. S. Durst seconded the motion, which was carried unanimously.

b.) 2024 Meeting Dates

- Tuesday, January 10, 2024, @ 6:00 p.m. (Board Meeting)
- Tuesday, March 6, 2024, @ 6:00 p.m. (Board Meeting)
- Tuesday, May 8, 2024, @ 6:00 p.m. (Board Meeting)
- Tuesday, July 10, 2024, @ 6:00 p.m. (Board Meeting)
- Tuesday, September 4, 2024, @ 6:00 p.m. (Board Meeting/Budget Approval)
- Tuesday, November 13, 2024, @ 6:00 p.m. (Annual, Budget, & Board Meeting)

NO MOTION MADE at time time

Homeowner Comments

H. Tolles announced that Reno Rock will provide snow removal again this year. The board also reiterated the increase of assessments in 2024.

Items for next agenda

The next meeting, annual meeting, and board ratification meeting is scheduled for 1/10/23 at 6:00 p.m.

Adjournment

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

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

Attested to by Sue Durst, Secretary
Claridge Pointe Homeowners Association