

**CLARIDGE POINTE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
July 12, 2017
Minutes**

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 5:45 p.m. by Harry Tolles. The meeting was held at Associa Sierra North, Reno, Nevada. A quorum was established with two (2) of three (3) Board members present.

Board Members Present:	Harry Tolles Janine Lindsey	President/Treasurer Secretary
Board Member Absent:	David Tinder	Director
Others Present:	Betsy Sipe	Provisional Community Manager, Associa Sierra North

HOMEOWNER COMMENTS/CONCERN

There were no homeowner comments.

MINUTES

May 10, 2017 Minutes - Management provided the Board with the May 10, 2017 meeting minutes for review.

MOTION: H. Tolles moved to approve the May 10, 2017 board meeting minutes as written. J. Lindsey seconded the motion. Motion carried unanimously.

FINANCIALS

- a) Current Un-audited Financial Statements - Management provided the Board with the financial statement dated March 31, 2017 that included: 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.
H. Tolles provided a summary of current funds available, outstanding payables, and accounts receivable.
MOTION: J. Lindsey moved to accept the May 31, 2017 unaudited financials. H. Tolles seconded the motion. Motion carried unanimously.
- b) Reserve Transfers Update: Management let the Board know what since the new process of having monthly reserve transfers sent directly to the Board for approval, bypass the manager approval, is an exception to the standard process. This exception has created a situation where all the remaining transfer requests appeared in the Board's queue at the same time. Management is working on rectifying this situation.
- c) Charter/Spectrum Automatic Payment: Management confirmed that the automatic payment has been set up.
- d) Discuss/Adopt FY 2018 Reserve Study Update: H. Tolles provided a summary of the updated Reserve Study, along with anticipated and scheduled Reserve expenses for the 2018 fiscal year.
MOTION: J. Lindsey moved to approve the FY 2018 Updated Reserve Study. H. Tolles seconded, motion passed unanimously.
- a) Discuss/Adopt FY 2018 Budget: H. Tolles provided a review of the proposed budget for FY 2018. The budget was discussed, including an increase of monthly assessments by \$5.00 per month per unit. The Board reviewed the increased costs that necessitated the increase, including a 3% increase in management fees, slight increases in utilities and insurance costs. The Board discussed having the Nevada Real Estate Division, Ombudsman, and filing fees moved to GL 6300. H. Tolles let the Board know he will make the necessary changes to the draft budget, and present it for approval at the September Board Meeting.
MOTION: J. Lindsey moved to approve the draft budget to with the indicated corrections, to have final draft approved at the September Board Meeting. H. Tolles seconded, motion carried unanimously.

OTHER BOARD BUSINESS

Upper Green Erosion Problem – H. Tolles let the Board know that the check that paid the deposit for the drainage work had not cleared the Association's bank account. Management agreed to look into this and rectify the problem.

Stenciling of Mailbox Parking – The Board confirmed that the mailbox parking spots had been stenciled by Associa OnCall.

Surveillance System Update – The Board discussed the status of the surveillance system installation and setup. It was noted that Burgarello has still failed to fulfill the terms of the contract which was signed in September of 2016. Management advised the Board that at this point the Association should seek legal counsel to deal with the matter. The Board discussed and agreed that Management would reach out one more time to Burgarello and if a response was not received within 48 hours, the matter would be forwarded to Gayle Kern, the Association's legal counsel.

American Arborist Annual Review – The Board reviewed the report prepared by American Arborist for necessary tree maintenance, and acknowledged that the funds for the recommend work are included in the Reserves. The Board directed management to let American Arborist know that tree number 114 was removed last year and should no longer be on the list.

MOTION: H. Tolles moved to approve American Arborist's proposal for all necessary tree work for \$7,677.00. J. Lindsey seconded, motion carried unanimously.

Golf Course Committee Budget: The Board directed management to place this on the agenda for the next Board Meeting as the golf course drainage repairs have not been completed.

Reserve Component Repairs/Replacement:

1. Replace Faded & Damaged Road Signs: The Board directed management to have Associa OnCall replace the stop sign in front of 181 Platinum Pointe Way, and repair the street sign in front of 7500 Diamond Pointe Way.
2. Curb Painting and Re-Stenciling of fire lanes and parking areas: H. Tolles provided a Request for Proposal for the curb painting & re-stenciling to be done per the Reserve Study and requested Management to obtain sealed bids for the project.
3. Replace Broken Plexiglas on Monument Sign: H. Tolles provided a Request for Proposal for the Plexiglas replacement. The Board directed Management to proceed with having this done, and to obtain sealed bids if the estimate are high enough in expense.
4. Seal Road Cracks: H. Tolles provided a Request for Proposal for sealing the cracks in the roadways. The Board directed Management to obtain sealed bids to be opened at the next meeting.
5. Repair/Replace Broken & Missing Parking Bumpers: H. Tolles provided a Request for Proposal for repair/replacement of the parking bumpers. The Board directed Management to obtain sealed bids to be opened at the next meeting.

MANAGEMENT REPORT

BOARD MEMBER/COMMITTEE REPORTS

LEGAL

HOMEOWNER COMMENTS

ADJOURNMENT

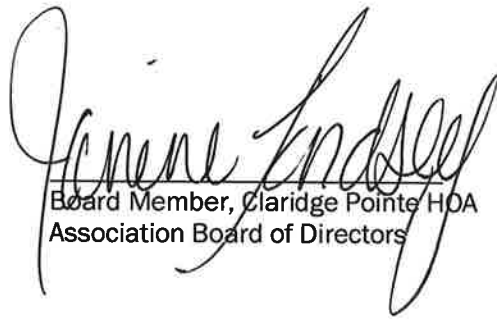
There being no further business, H. Tolles moved to adjourn the meeting at 7:02 p.m. J. Lindsey seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Approved by:

Claridge Pointe HOA
July 12, 2017
Board Meeting Minutes

Betsy Sipe
Provisional Community Manager
Associa Sierra North


Board Member, Claridge Pointe HOA
Association Board of Directors