

CLARIDGE POINTE HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING

November 29, 2018

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 5:36 p.m. by Harry Tolles. The meeting was held at the Training Room at Associa Sierra North at 10509 Professional Circle, Suite 200 Reno, NV 89521. A quorum was established with all three (3) Board Members present.

Board Members Present:	Harry Tolles Faye Emerick Lorraine Lee	President/Treasurer Vice-President Secretary
Board Members Absent:	Brent West	Director
Others Present:	Don Lamers, CMCA®	Supervising Community Manager, Associa Sierra North
Homeowners Present:	List on File	

HOMEOWNER COMMENTS/CONCERN

No comments were made at this time.

MINUTES

Approval of September 10, 2018 Board Meeting Minutes

Management provided the Board with the September 10, 2018 meeting minutes for review.

MOTION: H. Tolles moved to approve the September 10, 2018 board meeting minutes as written. L. Lee seconded the motion. Motion carried unanimously.

FINANCIAL REPORTS

- a) **Current Un-Audited Financial Statements** – Management provided the Board with the financial statement through September 30, 2018: 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.

The operating balance as of July 31, 2018 was \$15,974.95 and the balance in the reserve account was \$287,463.03.

The operating balance as of August 31, 2018 was \$7,267.76 and the balance in the reserve account was \$292,132.47.

The operating balance as of September 30, 2018 was \$10,453.77 and the balance in the reserve account was \$299,338.03.

MOTION: H. Tolles moved to accept the unaudited financials for July 31, 2018, August 31, 2018 and September 30, 2018 as presented. L. Lee seconded the motion; which carried unanimously.

H. Tolles stated that he would like to consolidate the SeaCoast and Mutual of Omaha Reserve Accounts into just one account at Mutual of Omaha. Discussion was had.

MOTION: H. Tolles moved to consolidate the Claridge Pointe Reserve Accounts by transferring the balance in the SeaCoast Bank Reserve Account into the Mutual of Omaha Reserve Account. F. Emerick seconded the motion; which carried unanimously.

OTHER BOARD BUSINESS

a) **One Vacant Seat – Appointment of New Board Members- Action**

No one volunteered to fill the vacancy at this time. No action was taken.

b) **Election of Officers**

The annual meeting was held just prior to this board meeting. Discussion was had.

MOTION: H. Tolles moved to have H. Tolles serve as President/Treasurer, F. Emerick to serve as Vice President, L. Lee to serve as Secretary and B. West to serve as Director for the 2019 Fiscal Year. F. Emerick seconded the motion; which carried unanimously.

c) **Landscape Contract / Performance – Discussion/Action**

A bid was opened and reviewed. Discussion was had.

MOTION: H. Tolles moved to postpone this item pending more bids to be acted on at the January 2019 Board Meeting. L. Lee seconded the motion; which carried unanimously.

d) **Snow Removal – Ratification of Contract with Reno Rock Transport – Discussion/Action**

A bid from Reno Rock Transport in the amount of \$130/\$150.00 per hour for truck plowing of snow and \$75.00 per hour for salting and \$200.00 per hour for sanding was approved by unanimous written consent on October 1, 2018 in order to ensure that the Association would have adequate snow removal for the 2018-2019 season.

MOTION: H. Tolles moved to ratify the 2018-2019 Snow Removal Contract with Reno Rock Transport (775)677-9500, for snow removal at Claridge Pointe. L. Lee seconded the motion; which carried unanimously.

e) **2018 Arborist – Tree Trimming Bids – Discussion/Action**

A bid was reviewed and discussed. This item was postponed to the January 2019 meeting. No action was taken.

f) **2018 Tax Preparation and Audit Letter of Engagement – Discussion/Action**

Bids were opened and reviewed. Discussion was had.

MOTION: H. Tolles made a motion to approve the 2018 Letter of Engagement from Hillburn & Lein in the amount of \$1,675.00 for 2018 Tax Preparation and Audit. L. Lee seconded the motion; which carried unanimously.

g) **Semi-Trucks Prohibited in Claridge Pointe Rule Adoption – Discussion/Action**

H. Tolles rewrote Rule 2 and submitted it to Legal Counsel for review. Legal Counsel, Gayle Kern Esq. submitted a proposed revision. H. Tolles modified the rule further to not allow for tractor trailers and owner to “(1) be solely responsible for any and all damages which may be incurred as a result of the Tractor Trailer utilizing the private streets, (2) provide proof of insurance, (3) limit the use of the streets, (4) agree any damages incurred shall be secured by a written lien on the unit.” Discussion was had.

MOTION: H. Tolles made a motion to modify Rule 2.1 as described to prohibit tractor trailers at Claridge Pointe. L. Lee seconded the motion; which carried unanimously.

H. Tolles also modified Rule 6.18 Golf Greens Rule. He proposed a change that explained that the putting greens are for golf only.

MOTION: H. Tolles made a motion to modify Rule 6.18 that explained the putting greens are for golf only. L. Lee seconded the motion; which carried unanimously.

h) **Burgarello Account Issues – Update / Action**

H. Tolles explained that there have been twelve camera outages reported since the last meeting. He stated the internet has nothing to do with the problem. H. Tolles stated the problem appears to be resolve since the visit from Scott Gentry.

H. Tolles stated that the Burgarello contract issue regarding the guarantee of the parts and service for five years has finally been resolved after much interaction with Claridge Pointe legal counsel.

MANAGEMENT REPORT

Management submitted a written management report for the board review. Management gave the executive session summary stating the board took action with regards to the collection policy and compliance.

Management advised that he is still waiting for the insurance carrier response with regards to the damage caused by the tractor trailer. He stated that subsequent damages of damage to a homeowners’ vehicle had been reported and would need to be added to the claim.

Management stated that he did not proceed with Bollards or Lights at the keypad until the insurance claim has been resolved.

MOTION: H. Tolles made a motion to reimburse the owner of 7630 S. Claridge in the amount of \$764.29 for damage caused to his vehicle by the call box falling on his vehicle as a result of the damage caused by the R&L Carrier Tractor Trailer incident. L. Lee seconded the motion; which carried unanimously.

Board Members/Committees:

Nothing was reported at this time. No action was taken.

MOTION: H. Tolles moved to disband the Golf Course Committee. L. Lee seconded the motion; which carried unanimously.

H. Tolles thanked the efforts of the Golf Course Committee.

DISCUSSION ON FUTURE AGENDA ITEMS & NEXT BOARD MEETING DATE

The next board meeting is scheduled for Thursday, January 2019 at 5:30PM.

HOMEOWNER COMMENTS

No comments were made at this time.

ADJOURNMENT

There being no further business, H. Tolles moved to adjourn the meeting at 6:19 PM. F. Emerick seconded the motion. Motion carried unanimously.

Respectfully Submitted by:



Don Lamers
Supervising Community Association Manager
Recording Secretary
Associa Sierra North

Approved by:



Lorraine Lee – Secretary
Claridge Pointe Homeowners Association