

**Claridge Pointe Homeowners Association  
Board of Directors Meeting  
January 14, 2013**

**Board Present**

Richard Anderson – President  
Harry Tolles – Secretary / Treasurer  
Dave Tinder – Director

**Management**

Don Lamers – Supervising Community Manager  
Kelli Jones – Provisional Community Manager

**Membership**

List on File

**Board Absent**

Brent West – Vice President

**1. Call to Order/Roll Call**

President, Richard Anderson called the meeting to order at 5:30 PM, which was held at in the Conference Room at the Offices of Kenyon & Associates, Inc. 645 Sierra Rose Drive, Suite 105A, Reno, and NV 89511. With three of the four Board Members present, a quorum was established.

**2. Membership Open Forum-Agenda Items**

No membership was in attendance. Open Forum was closed.

**3. Appointment of Board Members**

*Richard Anderson made a motion to appoint Dave Tinder to the Board of Directors. Harry Tolles seconded the motion which carried unanimously.*

**4. Approval of Minutes**

Minutes from November 20, 2012 were presented. *Richard Anderson made a motion to accept the November 20, 2012 meeting minutes as written. Harry Tolles seconded the motion which carried unanimously.*

**5. Approval of Financial Statements**

**a.) Review of Bank Statements October 2012/November 2012**

Treasurer, Harry Tolles reported that the balance in the operating account was \$36,798.04 as of October 31, 2012. Harry Tolles reported that the balance in the reserve account was \$112,168.43 as of October 31, 2012 and receivables were \$42,481.46 for October 2012.

Treasurer, Harry Tolles reported that the balance in the operating account was \$34,418.96 as of November 30, 2012. Harry Tolles reported that the balance in the reserve account was \$111,410.72 as of November 30, 2012 and receivables were \$40,421.64 for November 2012.

*Harry Tolles made a motion to accept the October 2012 and November 2012 financials as presented subject to year end audit. Richard Anderson seconded the motion which carried unanimously.* The Board inspected the original bank statements as required by NRS 116.

**b.) Bank Signers**

The current signers would remain the signers on the accounts.

**6. Old Business**

**a.) 101 Platinum Pointe – Status**

Management presented the option of pursuing Quiet Title so that the property at 101 Platinum Pointe could be sold. He informed the board of directors that since the home has been vacant and no bank action has been taken to date if they were successful in

the Quiet Title action they could sell the home. Discussion was had. *Harry Tolles made a motion to pursue a Quiet Title on this property utilizing Gayle Kern as counsel. Richard Anderson seconded the motion which carried unanimously.*

**b.) DVR- Purchase- Bids**

Management presented bids from The Spy Shop for the purchase of a DVR. Discussion was had. *Harry Tolles made a motion to purchase a DVR system, not to exceed the amount of \$3,000.00. Dave Tinder seconded the motion which carried unanimously.*

**c.) Damage to Bollards at Brookshire (new cement bollards) – Status/Update/Cost**

This item was postponed until the March 2013 meeting, pending information from Richard Anderson.

**7. New Business**

**a.) DVR Internet Capability – Charter Cable/ ATT Contract/ Router Cost/ Installation**

Management stated that in order to have remote viewing of the cameras that a DSL Line would need to be installed. This information came from the DVR Vendor The Spy Shop. Management stated that the line would be a monthly charge. Discussion was had. *Harry Tolles made a motion to allow for a DSL Line with AT&T to be installed at the South Gate Phone Line in order to allow for remote viewing of the cameras, not to exceed \$40.00 per month. Richard Anderson seconded the motion which carried unanimously.*

**b.) Domain Name/ Website Costs for 2013 – Ratify**

www.claridgepointe.com domain name was up for annual renewal. *Richard Anderson made a motion to ratify the expense of the Domain Name for 2013. David Tinder seconded the motion which carried unanimously.*

**c.) Liability, D&O, Crime Insurance, Umbrella - Renewal**

The insurance was up for renewal on March 7, 2013. Management presented a bid from American Family Insurance in the amount of \$3,822.00 for a one year policy expiring March 7, 2014. Discussion was had. *Richard Anderson made a motion to accept the American Family Insurance Bid in the amount of \$3,822.00. Harry Tolles seconded the motion which carried unanimously.*

**d.) Door King Online Access for Remote Programming for Entry and Exit Gates**

Management was asked to contact Door King and obtain information on how to be able to install the program on the Board Members computers so they could have remote access to the gates.

*Richard Anderson made a motion to allow for the expense of \$500.00 to allow for remote access to the entry gates with the condition that if he or Harry Tolles were not serving on the Board of Directors in future they would uninstall the program from their computers. Harry Tolles seconded the motion which carried unanimously.*

**e.) Snow Removal Concerns/Protocol 2013**

The Board reviewed the 2013 Snow Removal Contract with LC Property Group, along with the 2012 – 2013 Snow Removal Protocol. No action was taken.

**f.) Landscape Contract Review**

The board has some question as to when the Perez Landscaping contract started and when the JP & Son Contract ended. The contract for Perez Landscaping was reviewed and it was determined that March 1, 2013 was the inception date but that the pre-emergent would be done by Perez Landscaping for 2013.

**g.) Ancillary Maintenance Items**

There was none at this time. No action was taken.

**8. Management Report**

Management asked the Board what steps they would like management to take in regards to removing graffiti. Harry Tolles suggested using Goof Off. Richard Anderson agreed that when it came to small jobs Goof Off would work but when it came to larger jobs a cleanup company should be hired.

*Harry Tolles made a motion to hire LC Property Group, at a rate of no more than \$35.00 an hour, for large graffiti removal jobs. Dave Tinder seconded the motion which carried unanimously.*

**10. Claridge Pointe Correspondence**

No correspondence at this time.

**11. Membership Open Forum – Association Issues**

No membership was in attendance. Open Forum was closed.

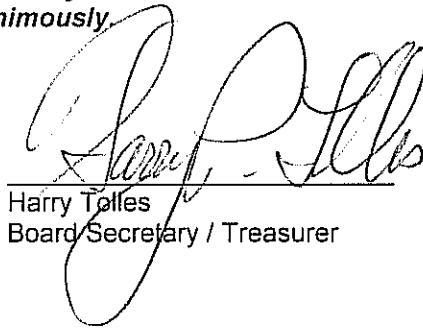
**12. Adjournment**

With no further business to discuss, the meeting was adjourned to Executive Session at 6:03 PM. *Richard Anderson made the motion to adjourn to Executive Session, Harry Tolles seconded the motion, which carried unanimously.*

Respectfully submitted by:



Don Lamers  
Recording Secretary



Harry Tolles  
Board Secretary / Treasurer