

**Claridge Pointe Homeowners Association
Board of Directors Meeting
November 25, 2013**

Board Present

Richard Anderson – President
Harry Tolles – Secretary / Treasurer
David Tinder - Director

Management

Terri Kenyon– Supervising Community Manager
Kelli Jones – Provisional Community Manager

Membership

List on File

Board Absent

Brent West – Vice President
Benito Corpus - Director

1. Call to Order/Roll Call

President, Richard Anderson called the meeting to order at 6:22 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 all three of the five Board Members present, a quorum was established.

2. Membership Open Forum-Agenda Items

None at this time.

3. Election of Officers

Harry Tolles made a motion to keep the elected officers the same as what was currently in place. Richard Anderson seconded the motion which carried unanimously.

4. Approval of Minutes

Minutes from September 9, 2013 were presented. *Richard Anderson made a motion to accept the September 9, 2013 meeting minutes as written. Harry Tolles seconded the motion which carried unanimously.*

5. Approval of Financial Statements

a.) Review of Bank Statements August 2013/ September 2013

Treasurer, Harry Tolles reported that the balance in the operating account was \$42,745.57 as of August 31, 2013. Harry Tolles reported that the balance in the reserve accounts was \$118,115.54 as of August 31, 2013.

Treasurer, Harry Tolles reported that the balance in the operating account was \$42,108.41 as of September 30, 2013. Harry Tolles reported that the balance in the reserve accounts was \$121,249.77 as of September 30, 2013.

Richard Anderson made a motion to accept the August 2013 and September 2013 financials as presented subject to yearend audit. David Tinder seconded the motion which carried unanimously. The Board inspected the original bank statements as required by NRS 116.

b.) Bank Account Signers

The current Bank Account Signers will remain the same.

6. Old Business

a.) Street and Curbing / Engineer Road Management Report

Management presented the Board with the report produced by Applied Pavement Technology. This item was postponed so that the Board could review the report.

7. **New Business**

a.) **Snow Removal - Bids**

Richard Anderson made a motion to accept LC Property Groups proposal. Harry Tolles seconded the motion which carried unanimously.

b.) **2013 Tax/Audit Year Ending Dec. 31, 2013- Proposal**

Harry Tolles made a motion to accept Gene Clawson's cost of \$4,000.00 to \$4,500.00 for the 2013 Year End Audit, and the cost of \$250.00 for Tax Preparation. David Tinder seconded the motion which carried unanimously.

c.) **Newsletter - Approval**

Richard Anderson made a motion to send out a Winter Newsletter. Harry Tolles seconded the motion which carried unanimously.

d.) **Maintenance Items**

Management was asked to contact Perez Landscaping and ask them to once a month walk the fence line and screw in any loose fence planks that were detected. Management was also asked to obtain bids for future Fence Repairs.

e.) **Insurance Claim / North Gate Repairs – Status**

Management reported that Artistic Fence has ordered the parts for the fence repair and are just waiting for delivery. The owner whose guest caused the damage to the gate will be charged the \$2,500.00 deductible.

8. **Management Report**

Management had nothing to report at this time.

9. **Claridge Pointe Correspondence**

None at this time.

10. **Membership Open Forum**

None at this time.

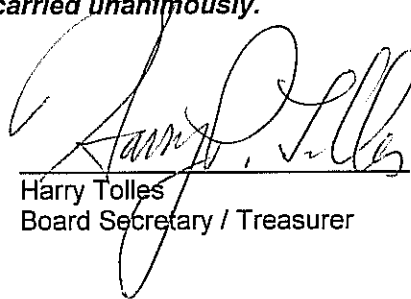
11. **Adjournment**

With no further business to discuss, the meeting was adjourned to Executive Session at 6:51PM. *Harry Tolles made the motion to adjourn to Executive Session, Richard Anderson seconded the motion, which carried unanimously.*

Respectfully submitted by:



Kelli Jones
Recording Secretary



Harry Tolles
Board Secretary / Treasurer