

**Claridge Pointe Homeowners Association
Board of Directors Meeting
May 9, 2016**

Board Present

Harry Tolles – President/ Treasurer
Janine Lindsey - Secretary
Justin Dunn – Vice President

Management

Terri Kenyon – Super. CAM
Gary Kenyon – CAM
Courtney Tolman- Office Assistant

Membership

List on File

Absent

David Tinder – Director (excused)

1. Call to Order/Roll Call

Board President, Harry Tolles, called the meeting to order at 5:35pm. The meeting was held in the Conference Room at the Office of Kenyon & Associates, Inc. 645 Sierra Rose Drive, Suite 104, Reno, NV 89511. A quorum was established with three of four Board Members present.

2. Membership Open Forum-Agenda Items

No comments were made at this time.

3. Approval of Minutes-March 14, 2016

The Board of Directors reviewed the March 14, 2016 minutes

Harry Tolles approved the March 14, 2016 regular meeting minutes as corrected. Janine Lindsey seconded. The motion carried with a vote all in favor.

4. Approval of Financial Statements**a.) Review of Bank Statements through March 2016**

Harry Tolles read the financials through March, 2016. President/Treasurer, Harry Tolles, reported the Bank Balances as of March, 2016 with the CD Reserve Account Balances a total of \$42,436.92, cash on hand Reserve Deposits \$185,601.56 and available reserves are currently \$228,038.48. The operating account cash on hand of \$21,961.36 outstanding checks of \$5,250.21 and outstanding invoices of \$0 and available in the Operating Account of \$16,711.15

Harry Tolles made a motion to acknowledge that the Board of Directors had fulfilled their duty to review the financial statements and bank statements for the months of March 2016 in accordance with NRS 116.31083 subject to the yearend audit or review. Justin Dunn seconded. The motion carried with a vote of all in favor.

The Board received copies of the bank statements.

5. Old Business**a.) Management transfer of documents and accounts-Update**

Harry Tolles reported to Management he has the two checks ready to take over to Associa and he saw Terri Kenyon sent over the requested documents to Associa. Harry Tolles confirmed Claridge Pointe HOA is on schedule for the switch over to Associa.

b.) South Claridge Mailbox Burb Alterations-Bids

Community Manager, Gary Kenyon, reported to the Board of Directors he has received one bid from SNC for concrete work of \$13,720.00. Harry Tolles postponed and will forward the information to the new Management Company Associa to provided the bids.

c.) Curb Damage at 7895 Brookshire by Snow Plow-Bids-

Community Manager, Gary Kenyon, reported to the Board of Directors he is still waiting on bids and advised the Board of Directors to forward the information to the new Management Company Associa to provide the bids.

d.) Gate Surveillance- Solution

Harry Tolles informed the Board of Directors he has been able to maintain the simple repairs to the fence but will be needing one section of the fence professionally repaired. Harry Tolles requested postponing until the next meeting.

e.) Article Turf Maintenance work- Status-

Harry Tolles presented three bids; Moana Nursery of \$17,300 for maintenance and repairs to the upper turf, with a second bid of \$14,000 for infill. From SYN Lawn of \$19,366.40 for installing the green, \$3,664 for chipping and \$100 each for the holes. Both contractors informed Harry Tolles 95% of the synthetic turf has been used.

f.) Installation car bollard by old light pole- Status

Community Manager, Gary Kenyon, informed the Board of Directors he is having a hard time getting in touch with the contractor. Harry Tolles said there's no need to install the light pole to take off the agenda.

g.) Reserve issue Annual Vehicle Gate Maintenance-

Harry Tolles will be calling the maintenance man to make sure the gate is properly working. Community Manager, Gary Kenyon, informed the Board of Directors they were having the gate checked every three months.

7. New Business

a.) Recreational Area Committee establishment-

Harry Tolles reported Robbyn Tolles and Janine Lindsey have both volunteered to be on the committee. Harry Tolles asked the Board of Directors for Approval to create the new Recreational Area Committee.

Janine Lindsey made a motion to approve the new Committee and make available to all homeowners who might be interested in joining. Justin Dunn Seconded. The motion carried with a vote all in favor.

Terri Kenyon gave the Board of Directors advice for insurance purposes to list all volunteer's names that will be on the Committee.

b.) Spring 2016 Newsletter- Review-

The Board of Directors would not like to have a Spring Newsletter sent out.

c.) Insurance Renewal (American Family Insurance) Quote/Approve-

Harry Tolles made a motion to ratify the bid from American Family insurance of \$4,145. Justin Dunn seconded. The motion carried with a vote all in favor.

d.) FY 2017 Full Reserve Study

Harry Tolles requested the Board of Directors authorization to work on the full Reserve Study for free.

Janine Lindsey made a motion to approve. Justin Dunn Seconded. The motion carried with a vote all in favor, with Harry Tolles abstaining vote.

e.) Rules and Regulations Corrections-

Harry Tolles pointed out in the Rules and Regulations section 4.1 Landscaping section Attorneys Gayle Kerns note was left in the amended rules. No action was needed, but next time the Rules and Regulations are amended to correct th rule.

8. Management Report

Terri Kenyon reported to the Board of Directors the transition part of the Management switch over has been taking place and the beginning process has begun and documents have been sent over to Associa. Associa will have everything around the 15th-25th of June.

9. Executive Session Report

Management reported at the last Executive Session the Board of Directors reviewed the delinquency's no action was required. The Board of Directors also reviewed a correspondence from a homeowner regarding a violation issue and a couple violations were discussed no action was taken.

10. Claridge Pointe Correspondence

There were no correspondences to review.

11. Membership Open Forum

Robbyn Tolles homeowner of 7500 S Claridge Pointe Pkwy asked about the committee formation if there will be specific rules for gathering. Terri Kenyon informed Robbyn Tolles there should never be a quorum of the Board present and have one Board Member on the committee.

12. Adjournment

With no further business to discuss, *Harry Tolles made a motion to adjourn to Regular Session Board Meeting at 6:12 pm. Justin Dunn seconded. The motion carried with a vote of all in favor and the meeting was adjourned.*

Respectfully submitted by:

Courtney Tolman
Recording Secretary

Janine Lindsey
Board Secretary