

**CLARIDGE POINTE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING**

February 7, 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 5:30 p.m. by Harry Tolles. The meeting was held at Associa Sierra North, Reno, Nevada. A quorum was established with three (3) of four (4) Board members present.

Board Members Present:	Harry Tolles Justin Dunn Janine Lindsey	President/Treasurer Vice President Secretary
Board Member Absent:	David Tinder	Director
Others Present:	Betsy Sipe Melissa Robertson	Provisional Community Manager, Associa Sierra North Nevada Supervising Community Manager, Associa Sierra North

HOMEOWNER COMMENTS/CONCERN

There were no homeowner comments.

MINUTES

November 14, 2016 Minutes – Management provided the Board with the November 14, 2016 meeting minutes for review.

MOTION: J. Dunn moved to approve the November 14, 2016 board meeting minutes as written. J. Lindsey seconded the motion. Motion carried unanimously.

January 11, 2017 Minutes – Management provided the Board with the January 11, 2017 meeting minutes for review.

MOTION: H. Tolles moved to approve the November 14, 2016 board meeting minutes as written. J. Dunn seconded the motion. Motion carried unanimously.

FINANCIALS

Current Un-audited Financial Statements –

Management provided the Board with the financial statement dated December 31, 2016 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 an explanation of the two invoices from M & M Lawn Service, for November & December 2016 that have not been paid. The Board discussed that the contractor did not perform the work, therefore they are unwilling to pay.

H. Tolles provided an update that there were currently no outstanding operating or reserve checks.

H. Tolles provided an update that the \$32,128.89 cashier Check from our Reserve CDs given to Associa on January 23, 2017 has yet to be deposited to the Association's Seacoast Commerce Bank Reserve Account. The January transfer of \$4,200 from Operating to Reserves was withdrawn from the Association's Operating Account with Mutual of Omaha on February 3, 2017 but has yet to be deposited to the Association's Reserve Account with Mutual of Omaha. The February transfer of \$4,200 from Operating to Reserves has yet to be made. The interest rate for our Seacoast Commercial Bank Reserve Account is .15% not .0001%

H. Tolles provided an update that the utilities that had been double paid had been corrected, except for the AT&T charge for \$99.38. Management let the board know that the \$99.38 payment was on the new invoice that was received 2/7/17 as a credit. H. Tolles requested a copy of the invoice be sent to him, and he will pass it to Scott with Burgarello who had been dealing with AT&T on the surveillance system setup.

MOTION: H. Tolles moved to accept the December 31, 2016 unaudited financials. J. Dunn seconded the motion. Motion carried unanimously.

OTHER BOARD BUSINESS

2017 Landscaping & Fire Abatement – The board opened one sealed bid, from Reno Green Landscaping. Discussion ensued.

MOTION: H. Tolles moved to approve Reno Green's proposal for landscape & fire abatement services for the period of March 1st, 2017 through February 28th, 2018 with the option to renew for one year if the board is satisfied with the work completed. J. Lindsey seconded the motion. Motion carried unanimously.

Associa OnCall Graffiti Invoice – H. Tolles brought to the board's attention that the invoice they had paid seemed rather high, and in the interest of saving money, the board would like notification before graffiti removal is done so that they have the opportunity to take care of it themselves if they would like.

Upper Green Erosion Problem – H. Tolles provided an update that he had spoken with Dallas from Synlawn, and that he was planning to visit the site and will be providing a recommendation for what should be done about the erosion problem for the March 2017 board meeting.

Perimeter Fence Emergency Repairs Contractor – H. Tolles Summarized how the high winds sometimes damage the perimeter fence that was improperly installed, requiring repairs. The association has decided they would like repairs within a 3 to 4 day window of when the damage occurs. H. Tolles brought to the board's attention that Associa OnCall had taken five (5) months to repair the fence at 7770 N. Claridge Pointe. B. Sipe disclosed that she also works for Associa OnCall, and that the five (5) months was an anomaly. H. Tolles noted that Associa OnCall had done good work. The board agreed that as long as future repairs can be completed within three (3) of four (4) days, Associa OnCall is authorized to complete the work.

Network Solutions Payment Setup – Management informed the board that the vendor waiver had been submitted and that Network Solutions will be able to be paid via check when their annual invoice becomes due in December. H. Tolles volunteered to contact Network Solutions to request his credit card be removed as the payment method, and that an invoice be sent.

Seacoast Operating Funds Transfer – The board reviewed the letter drafted by Seacoast Commerce Bank to close the operating account. H. Tolles confirmed that the account number listed to be closed was correct. The board signed the letter and gave it to Management to submit to Seacoast Commerce Bank.

Mailbox Parking Stenciling – H. Tolles advised that when Supreme Concrete had done concrete repairs to the mailbox parking areas in South Claridge, they were not asked to stencil the parking spots. The board directed Management to obtain pricing from Supreme Concrete, and from Associa OnCall to perform this service.

MANAGEMENT REPORT

Putting Green: H. Tolles updated the board on the status of the putting green, acknowledge that it will be Spring time when the remaining turf is able to be installed, due to weather conditions. J. Lindsey reminded the board of previous discussions of possibly reducing the size of the upper putting green. The board agreed that the topic should be discussed when the appropriate season arrives.

Surveillance System: H. Tolles provided the board with an update that he has been in communication with Scott, from Burgarello, and that Scott is still waiting on AT&T to correct the bandwidth issue that is occurring with the server in Associa Sierra North's office.

BOARD MEMBER/COMMITTEE REPORTS

There were no reports from board members or committees.

LEGAL

There were no legal matters discussed.

HOMEOWNER COMMENTS

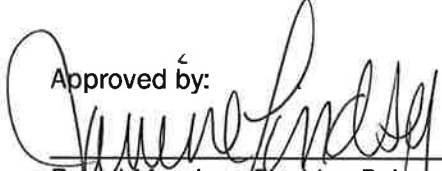
There were no owner comments.

ADJOURNMENT

There being no further business, H. Tolles moved to adjourn the meeting at 6:23 p.m. J. Dunn seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Betsy Sipe
Provisional Community Manager
Associa Sierra North

Approved by:

Board Member, Claridge Pointe HOA
Association Board of Directors