

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

March 8, 2017

Minutes

BOARD MEMBER RESIGNATION: Vice President, Justin Dunn (via telephone, can be heard on the audio recording) presented his resignation to the board of directors. The board accepted his resignation, and let him know that they will be happy to re-appoint him for the remainder of his term if at any point he wishes to rejoin the board.

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 Associa Sierra North, Reno, Nevada. A quorum was established with two (2) of three (3) Board members present.

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|------------------------|---------------------------------|-------------------------------------------------------------------------------------------------------------------|
| Board Members Present: | Harry Tolles Janine Lindsey | President/Treasurer 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

February 7, 2017 Minutes – Management provided the Board with the February 7, 2017 meeting minutes for review.

MOTION: H. Tolles moved to approve the February 7, 2017 board meeting minutes as written. J. Lindsey seconded the motion. Motion carried unanimously.

FINANCIALS

Current Un-audited Financial Statements –

Management provided the Board with the financial statement dated January 31, 2017 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 update that management has been working on correcting the issue with the transfers from operating to reserves, that February and March transfers have been completed, but January's has not. Management informed the board that there was an error in the transfer setup that caused the delays, but it has been corrected and all future transfers should occur in a timely manner. H. Tolles acknowledged for the board that management is working on completing January's transfer.

H. Tolles provided an update that the funds from the association's Seacoast Commerce Bank operating account have now been deposited into the Mutual of Omaha operating account.

MOTION: H. Tolles moved to accept the January 31, 2017 unaudited financials. J. Lindsey seconded the motion. Motion carried unanimously.

OTHER BOARD BUSINESS

2017 Landscaping & Fire Abatement – The board discussed the updated proposal from Reno Green Landscaping, which includes weekly service. \$337 per month for landscape services of the common areas, and \$205 per month to maintain the fire break areas.

MOTION: H. Tolles moved to approve Reno Green's proposal for landscape & fire abatement services. J. Lindsey seconded the motion. Motion carried unanimously.

Reno Green 1 Time Fire Break Clean Up Proposal – The board discussed the \$1,400.00 fee that Reno Green Landscaping proposed for cleaning up the fire break areas. The board acknowledged that this service is required by

Reno Green before they can begin the regular landscape & fire abatement services, as the contract rates for weekly service stipulate that the area be in a maintained state to begin with. H.Tolles let the board know that the clean up can be paid out of reserves, as the fire break areas are a reserve component.

H.Tolles also let the board know that the monthly charge of \$205.00 per month would be able to be paid out of operating funds. The board authorized management to communicate with the former landscape contractor, M&M Lawn Service, to dispute the last four (4) months' worth of invoices (Nov-Feb), as the contract ended 12/31/16, and services were not adequately performed since November of 2016.

MOTION: H. Tolles moved to approve Reno Green's proposal for one (1) time clean-up of the fire abatement areas. J. Lindsey seconded the motion. Motion carried unanimously.

Upper Green Erosion Problem – H. Tolles provided an update that the board should direct the Golf Course Committee, and Secretary Janine Lindsey to meet with Dallas from Synlawn to discuss how they would like to address the erosion problem. The board agreed to leave this item on for the next meeting's agenda.

Stenciling of Mailbox Parking – Management presented the board with the proposal from Associa OnCall for stenciling of the parking spaces. The proposal is for \$475.00, which includes Associa OnCall keeping the stencils in storage so that the association can have them used again for stenciling when it is required. Management let the board know that they had not received a response from Supreme Concrete with a proposal as requested.

MOTION: H. Tolles moved to approve Associa OnCall's proposal of \$475.00 to stencil the parking spaces at South Claridge Pointe. J. Lindsey seconded the motion. Motion carried unanimously.

Surveillance System Update – Management presented the board with pricing received from Charter Communications for installation of internet services in the Associa Sierra North office, for the association's surveillance system. Pricing is as follows: \$69.98/month for internet service of 60Mbps down/5 Mbps up, \$9.99/month for a static IP address, \$99.00 one-time installation fee. There is no contract to sign.

Reserve Transfers from Operating – The board agreed this had been discussed under the financials.

Timely Electronic Banking Transfers – The board agreed this had been discussed under the financials.

MANAGEMENT REPORT

Management let the board know that the report walked through the items previously discussed in the meeting.

BOARD MEMBER/COMMITTEE REPORTS

H. Tolles let the board know that there was fence repair required at 101 Diamond Pointe Way, and that management is going to put a work order in to have Associa OnCall make the necessary repairs.

LEGAL

The board designated management to appear on behalf of the association at the deposition that has been subpoenaed.

HOMEOWNER COMMENTS

There were no owner comments.

ADJOURNMENT

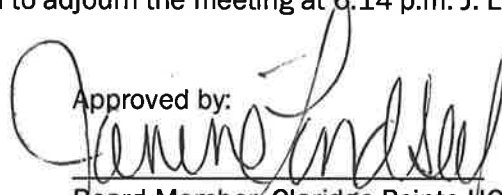
There being no further business, H. Tolles moved to adjourn the meeting at 6:14 p.m. J. Lindsey seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Betsy Sipe

Provisional Community Manager
Associa Sierra North

Approved by:



Board Member, Claridge Pointe HOA
Association Board of Directors