

GALENA COUNTRY ESTATES HOMEOWNERS ASSOCIATION BOARD
OF DIRECTORS MEETING MINUTES – Approved March 26, 2019
JANUARY 22, 2019

Board Members Present: Judy Baatrup, President
 Jaime Aranda, Vice President
 Luke Fletcher, Secretary
 Kelly Toulouse, Treasurer
 Danny Epper, Director

Board Members Absent:

Others Present: Holly Bullock, Supervising Community Manager with EBMC

Homeowners Present: No Homeowners were present

Upon notice duly given in accordance with NRS116, the Board of Directors Meeting of Galena Country Estates Homeowners Association held the Board of Directors meeting at the South Valleys Library at 15650-A Wedge Pkwy, Reno, NV 89511

CALL TO ORDER/ESTABLISHMENT OF QUORUM

Vice President Jaime Aranda called the meeting to order at 6:05 p.m. All of the Directors were present and a quorum was established.

HOMEOWNER FORUM (*agenda items only in accordance with NRS 116*)

No homeowners were present.

Kelly Toulouse reported an issue with his assessment payment.

APPROVAL OF MINUTES

October 16, 2018 Board Meeting Minutes

The Board reviewed the October 16, 2018 board meeting minutes.

Motion: Kelly Toulouse moved to approve the October 16, 2018 board meeting minutes as presented. Seconded by Luke Fletcher. Motion carried unanimously.

REPORTS

Manager's Report

Holly noted the report was prepared and submitted for the Board's information. Items of note were the meeting with Gayle Kern regarding the Washoe County Park payment and Reserve at Monte Rosa payment dispute. Discussion regarding the 2018 year end taxes was held. Holly noted that Julie Freeman prepared the tax filing rather than Jackson & Jackson.

Judy asked about the newsletter preparation and the costs notated that newsletters are done based on Manager's hourly rate of \$75.00 per hour. Holly noted the newsletter was tied to the meeting calendar and was not charged.

Architectural Committee Report

No report at this time. Holly noted no submissions have been received.

FINANCIALS: *Per NRS 116.3108 Section 7: the executive board shall review a current year-to-date financial statement of the association, a current year-to-date schedule of revenues and expenses, a current reconciliation of the operating and reserve accounts, the latest account statements prepared by the financial institutions in which the accounts of the association are maintained; and the current status of any civil action or claim submitted to arbitration or mediation in which the association is a party.*

October – November 2018 Financial Review:

The Board reviewed the financials for October through November 2018. Kelly reported that he didn't see any outstanding issues that needed to be addressed.

Judy commented on the charges on the Balance Sheet for collection costs. Holly noted she would check on this issue.

Motion: Luke Fletcher moved to approve the financials as presented. Seconded by Judy Baatrup. Motion carried unanimously

UNFINISHED BUSINESS

CC&R BALLOT UPDATE

The Board reviewed the revision made by Gayle Kern's office on the CC&R's. Discussion was held regarding the future vote requirement to the CC&R's being amended to 50% plus 1 (one) and the duration to eighty percent. The Board agreed to review this via email to give final approval for the document to be sent out with the ballot for voting to the membership.

Motion: Kelly Toulouse moved to approve the CC&R revision as presented by Kern's office. Luke Fletcher seconded. Motion carried unanimously.

NEW BUSINESS:

2019 OPERATING BUDGET

Discussion was held regarding the preparations for the 2019-2020 budget. Kelly agreed to work with Holly on the draft for the Board's review at the next meeting.

RESERVE AT MONTE VISTA

Discussion was held regarding the payment issues with The Reserves. Kelly addressed the meeting with Gayle Kern on this issue. The consensus from the meeting was to have Gayle contact Washoe County and pending that, to contact Sheila Van Duyne regarding her response from The Reserves to Galena Country Estates.

TMWA / COMMON AREA REPAIR BID

Jaime met with Saul from M & M to bid the repair work needed due to the TWMA water main leak.

Motion: Kelly moved to approve the proposal from M & M Lawn and Landscape for \$1980.00 as presented. Seconded by Jaime. Motion carried unanimously

EBMC AMENDMENT

The Board reviewed the EBMC Amendment for community compliance drives. The amendment changes the contract from 12 monthly drives to 12 drives (twice a month) from May to October.

Motion: Judy moved to approve EBMC Amendment as presented. Seconded by Jaime. Motion carried unanimously.

MANAGEMENT SERVICES

Discussion was held regarding management services. Concerns were voiced regarding the manager turnover at EBMC in the past year. Jaime noted that of the bids received, EBMC was reasonable. Kelly commented the Board did investigate several companies prior to signing a 2year contract with EBMC. The Board's consensus was to review the management company's performance at the next meeting. Concerns were noted over the costs of mailings. The Board would like for any cost savings measures to be considered. The Board directed that return envelopes not be included with the next assessment statement mailing.

BY LAW AMENDMENT

The Board discussed the need to amend the Bylaw's to correct the Association's budget year to July 1st to June 30th rather than as a calendar year of January to December.

Motion: Jaime moved to approve to request Kern's office to amend the ByLaw's . Seconded by Luke. Motion carried unanimously

ANNUAL MEETING

The Board reviewed the Resolution on Election by Acclamation. NRS 116.31034(5) notes that if there is the same number of candidates running for the same number of open positions, the Association would not send out ballots for voting.

Motion: Kelly moved to adopt the Resolution for Election by Acclamation as presented. Seconded by Jaime. Motion carried unanimously

ANNOUNCEMENTS:

None at this time.

HOMEOWNER FORUM

No homeowners were present.

NEXT MEETING DATE

March 26, 2019 at the South Valleys Library at 6:00 p.m. Board of Directors & Annual Meeting.

ADJOURNMENT

Motion: Kelly moved to adjourn the meeting at 7:00 p.m. to Executive Session for the purpose of discussing litigation issues; compliance matters and delinquency issues. Jaime seconded. Motion carried unanimously.

Respectfully Submitted for Board Review and Approval:

APPROVED,
Board Secretary

A handwritten signature in black ink, appearing to be "K. Kelly", written over a faint, light blue circular stamp.