

**PARK TOWERS HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
May 15, 2007**

BOARD

Tanya Dragan-Voyevodka- President
Shirley Palmisano- Treasurer
Mike Fuess- Secretary- arrived at 8:02
Paula McDonough- Director

MANAGEMENT

Terri Kenyon – CAM
Claire Harry – Assistant

GUESTS

See List

ABSENT

Mike Cox- Vice President

CALL TO ORDER/ROLL CALL

President Tanya Dragan-Voyevodka called the meeting to order at 7:12 p.m. With three of the five Board Members present, a quorum was established. Mike Fuess arrived at the meeting at 8:02 p.m. The meeting was held in the front office at Park Towers.

MEMBERSHIP OPEN FORUM

No homeowner wished to address the Board at this time.

APPROVAL OF MINUTES

The Board reviewed the minutes from the April 17, 2007 meeting. The Board had the following changes/corrections: in the membership open forum add the words “preventing the doors being left open”, in the management section, there are four points that Terri had made and the Board would like the points to be numbered, and in the emergency repairs section add the # sign before unit 401. **Shirley Palmisano made a motion to approve the minutes from the April 17th meeting as corrected. Tanya Dragan-Voyevodka seconded. The motion carried with all in favor.**

ACCEPTANCE OF FINANCIALS

Shirley Palmisano stated that the committee had reviewed the financials and everything is in order. Shirley stated that the Association is spending money; however the money has been earmarked for the various projects. Shirley stated that the total of both the operating account and the reserve account at the end of April was \$167,000.00. Shirley stated that Association is in a very healthy financial position. Shirley stated that the Sierra Pacific Power bill was \$3,000.00 lower and that was good. Shirley stated the Association is right on track. **Shirley Palmisano made a motion to accept the April 2007 financials as presented. Paula McDonough seconded. The motion carried with all in favor.**

The Bank statements were included in the Board packets for review.

SECURITY

A. Arlington Retaining Wall:

Terri Kenyon stated that Dave is almost finished with the extension of the cinder block wall on the East side of the building along the parking lot belonging to Bella Bella and Ed Horn. The Board was pleased with the results.

B. Fencing Old Janitorial Area:

Shirley Palmisano discussed having a layer of uncomfortable rock (as used on the side of roads to avoid climbing up the embankments) placed and cemented in on top of the deck area where the new chiller venting has been placed. This would help in deterring anyone from wanting to sleep up there and to walk up there. Terri Kenyon suggested that the Board have Dave install a small cinder block retaining wall where the deck is open to avoid any rocks falling off and injuring any homeowners or damaging the equipment below. The Board would like to have a security light installed above the deck area which will come on at night on a photo cell and shut off during the day. The Board reviewed the three (3) proposals for the installation of a wrought iron fence on the second floor garage area where the new venting has been place and on the street level garage enclosing the cooling tower.

- Tholl Fence in the amount of \$7,950.00.
- Artistic Fence in the amount of \$8,460.00
- Reno ornamental Iron in the amount of \$8,550.00.

Shirley Palmisano made a motion to accept the proposal from Tholl Fence in the amount of \$7,950.00. To install ninety-four (94) feet of Sentry Panels welded to posts and anchored in to the concrete floor. Tanya Dragan-Voyevodka seconded. The motion carried with all in favor.

OLD BUSINESS

Item A. Status of Sun Deck:

Management reported that Karen Dennison, the attorney for Dr. Illiescu contacted management on the 15th of May and stated there are still negotiations going on and everyone will have to wait until all of the issues are worked out. Karen Dennison stated Park Towers will be given a six (6) week time frame in which to have the project completed once the paperwork has been signed by all parties. This item will be tabled until the meeting in June.

Item B. Common Area Deeds –Update:

Terri Kenyon stated that the information has been sent to the attorney's office and she is working on the issue.

Item C. Basement Garage Ventilation System Update:

The Board has decided to have this item removed from the Agenda until January 2008, at which time the item will be placed under old business. The Board would like to address the hot water return lines on the West side of the building. The Board stated that Kirk Ellis with KNE Engineering has stated that with the newly installed alarms the ventilation project can be postponed.

Item D. Parking Agreement Update:

Terri Kenyon presented the Board with the revised parking agreement from Gayle Kern. The Board would like to table this item allowing the Board to have time to review the parking agreement. This item has been tabled until the meeting in June.

Item E. Maintenance Personnel Policies:

The Board supplied Terri Kenyon with the changes in the policies. There was some discussion on what holidays were going to be offered for full time employees only. **Tanya Dragan-Voyevodka made a motion to approve the employee policies with the corrections, changes and additions. Shirley Palmisano seconded. The motion carried with all in favor.**

Item F. Structure Engineer- Parking Space #12 Update:

The Board reviewed the proposal from Kirk Ellis with KNE Engineering in the amount of \$6,500.00 for the Basement Beam/Structural Inspection Contract, which has included the final inspection of all work performed on the structural work being done with regards to the parking ramps and the support beam above parking space number #11. **Shirley Palmisano made a motion to accept the Basement Beam/Structural Inspection Contract from KNE Engineering firm in the amount of \$6,500.00. Mike Fuess seconded. The motion carried with all in favor.**

Item G. Common Areas Being Converted to Non – Smoking:

The Board would like to have this item removed from the Agenda as the smoking situation has ceased to be a problem at this time.

NEW BUSINESS

Item: A. Converting from Heat to Air Conditioning – Update:

Terri Kenyon stated the conversion went well. Tim with T&L came out and showed Dave how to convert the system. The Board would like to have the conversion completed when the weather is stable as it got cold shortly after the air conditioning was turned on.

Item: B. Generator Pad Installation:

Claire Harry stated that this item will need to be tabled allowing Nevada Generator time to provide the Association with a proposal for some type of pad for the generator to sit on which will help minimize the shaking of the building. Claire Harry reported that this is not a complete fix for the shaking caused by the generator; however it will eliminate approximately 40% of the shaking when the generator is fired up for the monthly check. This item will be tabled until the next Board meeting in June.

Item: C. Window Cleaning Proposals:

The Board reviewed the two proposals for the cleaning of the windows.

- Clear View Window Cleaning in the amount of \$4,600.00 which does not include any caulking of the windows.
- Reliable Building Maintenance in the amount of \$4,800.00 which does include the caulking of the windows at a charge of \$25.00 per and material.

The Board would like to have Shirley and Claire meet with both of these companies and discuss the proposals, at which time Shirley will report back to the Board and a phone poll will be conducted for approval of one of the two proposals to have the windows cleaned. **Tanya Dragan-Voyevodka made a motion to accept the less expensive of the two proposals pending the outcome of the meeting with Shirley and Claire to address the caulking issues on both of the proposals. The Board will allow Shirley Palmisano to make the final approve for the company chosen from the phone poll. Mike Fuess seconded. The motion carried with all in favor.**

MANAGEMENT REPORT

Terri Kenyon stated that there is a proposal from Nevada Remodelers in the amount of \$2,750.00 to repair the generator exterior wall. The Board stated that this item will be handled by the maintenance man, Dave. Terri Kenyon stated that included in the Board packet is information on some free seminars and other classes from the Ombudsman office that the Board should consider attending.

EMERGENCY REPAIRS

Terri Kenyon stated the only repair that will need to be addressed is the leaking patio of Mike Fuess #306. The Board discussed the patios on the third floor which face to the north and the drains. The Board would like to take responsibility and to have Dave repair the leaks stemming from the drains for all of the units which have the patio drains located on the second floor.

COMMITTEE REPORTS

A. Conservation Committee:

Tanya Dragan-Voyevodka stated that she will have more information on the lighting issues for the Board to review at the next Board meeting in June. Tanya-Dragan-Voyevodka stated that there needs to be one more bin for recycling for newspapers. **Mike Fuess made a motion to allow Tanya Dragan-Voyevodka to proceed in ordering another recycling bin for newspapers. Shirley Palmsiano seconded. The motion carried with all in favor.**

B. Architectural Committee:

Paula McDough stated that there is no report at this time.

C. CC&R Committee:

Shirley Palmisano stated that there is no report at this time.

MEMBERSHIP CORRESPONDENCE

Terri Kenyon stated that there is no correspondence at this time.

ADJOURNMENT

With no further business to discuss, **Tanya Dragan-Voyevodka made a motion to adjourn the meeting at 9:02 p.m. and convene into executive session. Mike Fuess seconded. The motion carried with all in favor and the meeting was adjourned.**

Respectfully Submitted,

Claire Harry
Recording Secretary

Mike Fuess - Secretary