

Park Towers
Meeting Minutes of the Board of Directors
July 20, 2010

BOARD PRESENT

Dale Hammermeister – President
Paula McDonough – Vice President
Linda Wolf – Treasurer
Helen Kliestik – Secretary

MANAGEMENT

Amy Powers - CAM
Terri Kenyon - CAM

GUESTS

List on File

BOARD ABSENT

Steve McNeel – Director

1. Call To Order / Roll Call:

President, Dale Hammermeister called the meeting to order at 6:06 PM, which was held in the lobby office at Park Towers, 280 Island Ave., Reno, NV 89501. With four of five Board Members present a quorum was established.

2. Membership Open Forum – Agenda Items Only:

Jeri Whitney of Unit – This homeowner wanted to know if the owner or the association was responsible for the cost of the sprinkler repairs. It was explained that the association is taking care of the sprinkler repairs at this time but if the owner has a problem with the sprinklers being painted over in the future the cost would be their responsibility.

3. Approval of Minutes:

After review, *Linda Wolf moved to approve the November 17, 2009 meeting minutes as corrected. Helen Kliestik seconded the motion which carried with all in favor.*

Linda Wolf moved to approve the January 19, 2010 meeting minutes as corrected. Helen Kliestik seconded the motion which carried with all in favor.

Linda Wolf moved to approve the March 16, 2010 meeting minutes as corrected. Helen Kliestik seconded the motion which carried with all in favor.

Linda Wolf moved to approve the April 20, 2010 meeting minutes as corrected. Paula McDonough seconded the motion which carried with all in favor.

Linda Wolf moved to approve the May 18, 2010 meeting minutes as corrected. Helen Kliestik seconded the motion which carried with all in favor.

Paula McDonough moved to approve the June 15, 2010 meeting minutes as corrected. Helen Kliestik seconded the motion which carried with all in favor.

4. Acceptance of Financial Statements:

Linda Wolf reported on the May 2010 financial reports, *as the governing documents do not require otherwise, Linda Wolf moved to acknowledge that we have fulfilled our duty as a Board to review the financial statements for the month of May 2010 in accordance with NRS 116.31083 subject to the yearend audit or review. Paula McDonough seconded the motion which carried with all in favor.*

- A. **Bank Statements Reviewed:** It was noted that all Board members have received copies of the bank statements through May 2010.

5. Maintenance Report – Dave Tyrer:

- A. **Emergency Repair Report** – Dave Tyrer reported that elevator #1 has gone down twice and he has been working with David of Otis Elevator and the he is looking for a sensor for the elevator. Dave also reported that someone has been using the trash shoot and that he has cleaned the trash out & has resealed off all the shoots that have been opened. Dave reported that the hot water has gone out in the building twice.
- B. **Boiler Licenses** – Dave Tyrer reported that OSHA had come out and did their

inspections and that the licenses would be mailed shortly. Dave stated that OSHA had him get & install a lock out cover. This item can be removed from future agendas.

- C. **Sealing of East Ramp** – Dave Tyrer reported that this will be down in the next month or so.
- D. **Sprinkler Repairs**- Dave Tyrer reported that the sprinkler repairs were done on July 12th & 13th and that there is still approximately five units that they were unable to get into to do the replacement.
- E. **Patching of Building to Prep for Paint** – Dave Pasco of Seasons Building Solutions was present to explain his proposal. The Board also opened a proposal from Custom Painting in the amount of \$\$8,240. Dave Pasco explained that he broke his proposal into 4 sections, A is for \$52,800 to repair the façade, B includes A plus a 45% contingency in the amount of \$76,560, C is for \$4,800 to just spot caulk the cracks, and D is for \$37,500 to remove and replace questionable caulking.
- F. **Cleaning of Sprinkler Pipes** – Dave Tyrer reported that now that the sprinkler repairs on complete the cleaning of the sprinkler pipes could be done and that at this time he does not want to have his daughter Katlyn do the work. Amy Powers said that she would get proposals to have the work done. This item was postponed.
- G. **Drop Ceiling 2nd Floor Parking Garage** – This item was postponed.

6. Committee Reports:

- A. **Architectural Committee** – The committee had no report at this time
 - 1. **Adoption of Architectural Committee Review Form** – This item was postponed
- B. **Parking Committee** – The committee reported on motor scooters, bikes and oil stains in some of the parking spaces.
 - 1. **Handicap Parking Policy**- This item is in progress but postponed at this time.

7. Unfinished Business:

- A. **Painting Contract** – This item was postponed until after that patching can be done.
- B. **Window Washing Bids** – This item was postponed.
- C. **Proposed Amendment to CC&R's (Parking Restrictions)** – This item was postponed.

8. New Business:

There was no new business to discuss at this time.

9. Security:

- A. **Purchase of New DVR** – This item was postponed.

10. Management Report:

Management had nothing to report at this time.

11. Membership Correspondence:

- A. **Unit 506-NV Energy** – The Board read correspondence from unit 506 regarding the process of getting the power turned on in the units after it has been disconnected. The Board decided to put a NV Energy policy on the next agenda.

12. Membership Open Forum – Any Other Items:

There were no membership comments at this time.

13. Adjournment:

Dale Hammermeister moved to adjourn the meeting at 8:49 PM. Paula McDonough seconded the motion which carried with all in favor.

Respectfully Submitted,

Amy Powers
Recording Secretary

Helen Kliestik
Secretary

UNAPPROVED