

**Park Towers**  
**Meeting Minutes of the Board of Directors**  
**September 21, 2010**

**BOARD PRESENT**

Dale Hammermeister – President  
Paula McDonough – Vice President  
Helen Kliestik – Secretary  
Steve McNeel – Director

**MANAGEMENT**

Amy Powers - CAM  
Terri Kenyon - CAM

**GUESTS**

List on File

**BOARD ABSENT**

Linda Wolf – Treasurer-excused

**1. Call To Order / Roll Call:**

President, Dale Hammermeister called the meeting to order at 6:09 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:**

There were no homeowner comments at this time.

**3. Approval of Minutes:**

The August 17, 2010 meeting minutes were postponed.

**4. Acceptance of Financial Statements:**

The Board asked to postpone the July 2010 financial reports. After reviewing Linda Wolf's comments on the June 2010, *as the governing documents do not require otherwise, Dale Hammermeister moved to acknowledge that we have fulfilled our duty as a Board to review the financial statements for the month of June 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 July 2010.

**5. Maintenance Report – Dave Tyrer:**

- A. **Emergency Repair Report** – Dale Hammermeister reported that the emergency generator had a leak in the cooling system and the NV Generator had repaired the hoses and turned on the heating system. *Dale Hammermeister moved to ratify the emergency repair of the generator for approximately \$3000.00. Helen Kliestik seconded the motion which carried with all in favor.* Dale reported that Dave Tyrer had asked Amy Powers the previous Friday if she could contact a gutter company to get a bid for the meeting to replace the gutters off the pool deck while the building repairs were being done. LC Property Group submitted a proposal in the amount of \$2716.34 to replace the gutters off the pool deck. *Dale Hammermeister moved to accept the bid from LC Property to replace the gutter off the pool deck in the amount of \$2716.34. Helen Kliestik seconded the motion which carried with all in favor.*
- B. **Sealing of East Ramp** – Dale Hammermeister reported that Dave is still working on the sealing of the east ramp.

- C. **Patching of Building to Prep for Paint** – Dale Hammermeister reported that Seasons Building Solutions has completed the north side and they are ready to move to the eastside and they will be removing the iron fence and are scheduled to start on 9/22/10. Dale also reported that Seasons Building Solutions is currently working from ropes and should start working from stages starting in the next week. Dale and Dave Tyrer have been working with Ed Frisch to come to an agreement for the Westside of the building and that Dale suggested that a security camera be installed on the Westside of the building to help with negotiating with Ed. Dale Hammermeister would like the Boards permission to negotiate \$100-\$250 a day per Saturday to use Ed's lot. *Dale Hammermeister moved to allow him to negotiate up to \$250.00 per day fee with Ed Frisch for the use of his lot. Paula McDonough seconded the motion which carried with all in favor.*
- D. **Cleaning of Sprinkler Pipes** – This item has been completed.
- E. **Drop Ceiling 2<sup>nd</sup> Floor Parking Garage** – This item was postponed.
- F. **Painting Project** – This item was discussed with the patching of the building.
- G. **Window Washing** – The north side of the building has been completed and they are moving to the eastside.

#### **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** – Hwadi reported that she had some suggestions to add to the rules and regulations regarding parking.
  - 1. **Handicap Parking Policy**- Steve McNeel reported that this is in progress but postponed at this time.

#### **7. Unfinished Business:**

- A. **Reserve Study Update Proposals**– This item was postponed.
- B. **NV Energy Policy** – Terri Kenyon reported that the same homeowner that had just had the problem before had her power shut off for non-payment again. After a discussion the Board decided to remove this item from the agenda and have the homeowners coordinate with NV Energy.

#### **8. New Business:**

- A. **Management Contract**- This item was postponed for the Board to review.
- B. **Adoption of Rules & Regulations**- This item was postponed.

#### **9. Security:**

- A. **Purchase of New DVR** – *Steve McNeel moved to have Dale Hammermeister purchase another camera not to exceed \$600.00. Paula McDonough seconded the motion which carried with all in favor.*

#### **10. Management Report:**

Terri Kenyon reported that she will work on a draft budget for the Board to adopt at the October meeting.

**11. Membership Correspondence:**

There was no membership correspondence to discuss at this time.

**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 7:19 PM. Paula McDonough seconded the motion which carried with all in favor.*

Respectfully Submitted,

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Amy Powers  
Recording Secretary

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Helen Kliestik  
Secretary