

Park Towers
Meeting Minutes of the Board of Directors
November 16, 2010

BOARD PRESENT

Dale Hammermeister – President
Mike Fuess – VP (appointed 6:45pm)
Joe Kliestik – Secretary (arrived 7:40pm)
Linda Wolf – Treasurer

MANAGEMENT

Amy Powers – CAM
Terri Kenyon - CAM

GUESTS

List on File

1. Call To Order / Roll Call:

President, Dale Hammermeister called the meeting to order at 6:38 PM, which was held in the lobby office at Park Towers, 280 Island Ave., Reno, NV 89501. With two of three Board Members present a quorum was established. Mike Fuess was appointed and joined the Board at 6:45 pm and Joe Kliestik arrived at 7:40 pm.

2. Membership Open Forum – Agenda Items Only:

There were no homeowner comments at this time.

3. Board Member Appointment & Election of Officers

Linda Wolf moved to appoint Mike Fuess and Anthony Gazzigli. After discussion Linda Wolf resends her motion.

Only two Board members (Linda Wolf and Dale Hammermeister) were present to vote on 3 candidates (Mike Fuess, Susy Hammermeister, and Anthony Gazzigli). Only 2 of the 3 candidates would be appointed to the vacant Board positions, Dale Hammermeister voted for Susy Hammermeister and Mike Fuess; and Linda Wolf voted for Mike Fuess and Anthony Gazzigli. Mike Fuess received 2 votes and Susy and Anthony received only one vote each. As a result, *Linda Wolf moved to appoint Mike Fuess to the Board. Dale Hammermeister seconded the motion which carried with all in favor.*

Dale Hammermeister moved to appoint Susy Hammermeister to the Board but the motion died without a second.

Linda Wolf moved to postpone any other appointments at this time until the January meeting. Mike Fuess seconded the motion which carried with all in favor.

Linda Wolf moved to elect Dale Hammermeister as President. Mike Fuess seconded the motion which carried with all in favor.

Linda Wolf moved to elect Mike Fuess as Vice President. Dale Hammermeister seconded the motion which carried with all in favor.

Dale Hammermeister moved to elect Linda Wolf as Treasurer. Mike Fuess seconded the motion which carried with all in favor.

Linda Wolf moved to elect Joe Kliestik as Secretary. Mike Fuess seconded the motion which carried with all in favor.

4. Approval of Minutes:

After review, *Linda Wolf moved to approve the October 19, 2010 meeting minutes as corrected. Dale Hammermeister seconded the motion which carried with Mike Fuess abstaining as he was not at the October meeting.*

5. Acceptance of Financial Statements:

Linda Wolf stated that she has reviewed the September 2010 financials, *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 September 2010 in accordance with NRS 116.31083 subject to the yearend audit or review. Dale Hammermeister 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 September 2010.

6. Maintenance Report – Dave Tyrer:

- A. **Emergency Repair Report** –Dave Tyrer reported that there was a false fire alarm, The Lock Shop had to come out after hours due to a key breaking off in the front door, both elevators malfunctioned at the same time after hours and there was no hot water at one point; but all emergencies have been addressed and fixed.
- B. **Patching of Building to Prep for Paint** –This item was postponed.
- C. **Painting Project Update/Status-** This item was postponed until the patching of the building is complete.
- D. **Winterizing 2nd Floor Parking Garage** – Dave Tyrer reported that he had outlets installed to use heat tape on the pipes. *Linda Wolf moved to hire someone to help Dave install the wind barrier. Dale Hammermeister seconded the motion which carried with all in favor.*

7. Committee Reports:

- A. **Architectural Committee** – The committee had no report at this time
- B. **Parking Committee** – The committee had no report at this time.
 - 1. **Handicap Parking Policy-** Steve McNeel is currently working on this.

8. Unfinished Business:

- A. **Reserve Study Update Proposals**– Resource 1 is in the process of working on the update.
- B. **Adoption of Rules & Regulations** – This item was postponed so Terri Kenyon could work on a draft.

9. New Business:

- A. **Parking/Storage** – Dave Tyrer reported that he will see if he can get Willie from the Reno Fire Department to possibly attend the February Board meeting to explain the fire regulations regarding the parking garage & storage. The Board asked that this item be moved to the maintenance report.

10. Security:

Dale Hammermeister reported that the new DVR should be installed on Thursday.

11. Management Report:

There was no Management report at this time.

12. Membership Correspondence:

The Board reviewed Marion Hose's request to donate \$125.00 to the city to help maintain the hanging flower baskets downtown. *Dale Hammermeister moved to donate \$125.00 to the city for the flower baskets if it can be put in a trust fund and is refundable if the city decides to not maintain the flower baskets. Linda Wolf seconded the motion which carried with all in favor and Joe Kliestik abstaining.*

The Board reviewed correspondence from Susy Hammermeister to rearrange the lobby office and move management's desk to the back lobby office along with the camera surveillance equipment and to make the front lobby office available to all homeowners. The cost to move the wire to the back office is approximately \$375.00. *Dale Hammermeister moved to allow the office to be rearranged at an expense not to exceed \$500.00. Linda Wolf seconded the motion which carried with all in favor and Joe Kliestik abstaining.*

13. Membership Open Forum – Any Other Items:

There were no membership comments at this time

14. Adjournment:

Dale Hammermeister moved to adjourn the meeting at 8:10 PM. Mike Fuess seconded the motion which carried with all in favor.

Respectfully Submitted,

Amy Powers
Recording Secretary

Joe Kliestik
Secretary