

Park Towers
Meeting Minutes of the Board of Directors
January 18, 2011

BOARD PRESENT

Dale Hammermeister – President
Mike Fuess – VP (arrived at 6:15pm)
Joe Kliestik – Secretary
Linda Wolf – Treasurer
Steve McNeel - Director

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 6:02 PM, which was held in the lobby office at Park Towers, 280 Island Ave., Reno, NV 89501. With all of the Board Members present a quorum was established. Steve McNeel was appointed and joined the Board at 6:05 pm.

2. Membership Open Forum – Agenda Items Only:

There were no homeowner comments at this time.

3. Board Member Appointment & Election of Officers

Dale Hammermeister moved to appoint Steve McNeel to the Board as a director. Joe Kliestik seconded the motion which carried with all in favor.

4. Approval of Minutes:

The Board postponed the approval of the November 16, 2010 meeting minutes.

5. Acceptance of Financial Statements:

Linda Wolf stated that she has reviewed the October & November 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 months of October & November 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 November 2010.

6. Maintenance Report – Dave Tyrer:

- A. Emergency Repair Report** –Dave Tyrer reported that people have been jamming the elevator doors open to move items in and out of the elevators. When the doors are jammed open the elevator operating system malfunctions. He also reported that one of the elevators had to be shut down because a nut had come loose. Dave further reported that on 1/12/11 unit 1006 had a cable company come out to run coax to a TV and they called him saying that they had 220 amps coming from an outlet. Dave went to the unit and found that when the homeowner remodeled they had moved an outlet and did not install a ground to the outlet, so he called out Action Electric to fix the problem and bill the owner. Also, Dave reported that the flow switches have been inspected and the 2 items from the 11/18/10 backflow inspections have been corrected. Dave then mentioned he has been having

problems with residents not cleaning up after their pets. Finally, he reported that the insulation in the second floor garage ceiling is almost complete.

- B. Patching of Building to Prep for Paint** –This item was postponed. The Board asked management to attempt to get 3 more proposals for the February meeting.
- C. Painting Project Update/Status-** This item was postponed until the patching of the building is complete.
- D. Parking/Storage/Fire Regulations** – This item was postponed until the Fire Marshall can attend the meeting to discuss the fire regulations.

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 but asked if something could be done with the shopping carts being left in the garage.
 - 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.

9. New Business:

- A. Parking/Storage** – This item was discussed during the maintenance report and will be removed from this part of the agenda.
- B. New HOA Office/Meeting Room/Wifi Site** – The Board discussed making the office wifi public for the meeting room & lobby area and also purchasing a UPS battery back-up for the DVR camera system. After a discussion, *Mike Fuess moved to spend up to \$500.00 on a UPS battery back-up for the DVR camera system. Steve McNeel seconded the motion which carried with all in favor. Steve McNeel moved to have Mike Fuess work with Amy Powers to make the Wifi available for the meeting room & lobby area. Dale Hammermeister seconded the motion which carried with all in favor.*

10. Security:

- A. Entry Systems** – The Board asked management to look into a new entry system possible FOB's or key cards.
- B. New Security Video System** – This item is now complete once the UPS battery back-up has been purchased.

11. Management Report:

Amy Powers reported that Gene Clawson has submitted a proposal for the 2010 taxes and audit that will be discussed at the February meeting. Amy also asked if the Board was happy with Gene Clawson who has done the taxes and audits over the last several years or if they would like to get more proposals. The Board agreed to use Gene Clawson and would approve at the February meeting.

12. Membership Correspondence:

There was no homeowner correspondence to discuss at this time.

13. Membership Open Forum – Any Other Items:

Steve McNeel had some comments about Skype.

14. Adjournment:

Dale Hammermeister moved to adjourn the meeting at 7:40 PM. Mike Fuess seconded the motion which carried with all in favor.

Respectfully Submitted,

Amy Powers
Recording Secretary

Joe Kliestik
Secretary