

PARK TOWERS HOMEOWNERS ASSOCIATION

Board of Directors Meeting

Tuesday, August 21, 2012

at 6:00 PM

Park Towers Office - Downstairs Lobby

280 Island Avenue, Reno, NV 89501

- | | |
|---|-------------------|
| 1. Call to Order/Roll Call | ACTION |
| 2. Membership Open Forum – AGENDA ITEMS ONLY | DISCUSSION/ACTION |
| 3. Approval of Minutes | DISCUSSION/ACTION |
| A. June 19, 2012, July 17, 2012 | DISCUSSION/ACTION |
| 4. Acceptance of Financial Reports (May 2012 / June 2012) | DISCUSSION/ACTION |
| A. Bank Statements Reviewed | DISCUSSION/ACTION |
| B. Signature Cards/Move Operating/ Reserve Accounts to Wells Fargo | DISCUSSION/ACTION |
| 5. Maintenance - Dave Tyrer/Management | DISCUSSION/ACTION |
| A. Emergency Repairs/Maintenance Report | DISCUSSION/ACTION |
| B. Building Restoration (Window Glazing/Patching/Painting) – status | DISCUSSION/ACTION |
| C. Garage Painting | DISCUSSION/ACTION |
| D. Guard Rail for East Ramp (Dave Tyrer) | DISCUSSION/ACTION |
| E. Garage Door / Intermittent Short – Status | DISCUSSION/ACTION |
| F. Carpet Cleaning Schedule - Status | DISCUSSION/ACTION |
| 6. Committee Reports | DISCUSSION/ACTION |
| A. Architectural Committee | DISCUSSION/ACTION |
| B. Parking Committee | DISCUSSION/ACTION |
| 7. Unfinished Business | DISCUSSION/ACTION |
| A. Board Policy for Homeowner Repairs that Affect the Exterior of Units | DISCUSSION/ACTION |
| B. Window Cleaning (after bldg repair/paint) | DISCUSSION/ACTION |
| C. Reserve Study – Financial Update – Bids | DISCUSSION/ACTION |
| 8. New Business | DISCUSSION/ACTION |
| A. Change Orders for Building Restoration Project – Ratify | DISCUSSION/ACTION |
| B. Building Engineering Guide - Discussion | DISCUSSION/ACTION |
| C. Service Easement / Title Search | DISCUSSION/ACTION |
| D. Deck Re-Sealing – Discussion | DISCUSSION/ACTION |
| E. Water Shut Off Days, Schedule for Rest of 2012 (Post to Website) | DISCUSSION/ACTION |
| F. Re-Key Office Lock | DISCUSSION/ACTION |
| 9. Security | DISCUSSION/ACTION |
| A. Fob Reader Install for Garages (Alternate entry/exits) | DISCUSSION/ACTION |
| 12. Management Report | DISCUSSION/ACTION |
| 13. Membership Correspondence | DISCUSSION/ACTION |
| 14. Membership Open Forum – ANY OTHER ITEMS | DISCUSSION/ACTION |
| 15. Adjournment | ACTION |

**REMEMBER NEVER THROUGH CIGARETTE BUTTS FROM YOUR DECK OR BALCONY.
THIS IS NOT ONLY A FIRE HAZARD AND BUT AN EXTREME MESS. TAKE PRIDE IN YOUR COMMUNITY!**

**PLEASE BE ADVISED THAT BUILDING REPAIRS AND WINDOW GLAZING ARE IN PROCESS. PLEASE
ENSURE THAT YOU KEEP YOUR DRAPES OR WINDOW COVERINGS DRAWN FOR PRIVACY.**

A HOMEOWNER IS ENTITLED TO A COPY OF THE MINUTES, WRITTEN OR AUDIO, IF SO REQUESTED, AND IF THE
HOMEOWNER PAYS THE ASSOCIATION THE COST OF PROVIDING THE COPY.

A HOMEOWNER MAY SPEAK TO THE BOARD, UNLESS THE BOARD IS IN EXECUTIVE SESSION

VISIT PARK TOWER ONLINE AT WWW.PARKTOWERHOA.COM