

**PARK TOWERS HOMEOWNERS ASSOCIATION**

**Board of Directors Meeting**

**Tuesday, October 15, 2013**

**Starting at 6:30 PM**

**Park Towers Office - Downstairs Lobby**

**280 Island Avenue, Reno, NV 89501**

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| <b>1. Call to Order/Roll Call</b>  | ACTION  |
| <b>2. Membership Open Forum – AGENDA ITEMS ONLY</b><br>This the portion of the meeting that is dedicated to membership input for items on the AGENDA ONLY. If you would like to speak to the Board, this is the time do so. Each unit owner wishing to speak will sign in at the beginning of the meeting, be given a three-minute period and limited to the numbers of times he/she is allowed to speak on the same question. Each person will be allowed a maximum of three minutes. If necessary, a total open forum period of up to 30 minutes will be allowed. We would like to let everyone know that even though we value membership comments, this is a Board meeting designed to conduct association business within a reasonable time limit. |   |
| <b>3. Approval of Minutes</b><br>A. Through September 17, 2013   | DISCUSSION/ACTION<br>DISCUSSION/ACTION  |
| <b>4. Acceptance of Financial Reports (August 2013)</b><br>A. Bank Statements Reviewed   | DISCUSSION/ACTION<br>DISCUSSION/ACTION  |
| <b>5. Maintenance - Dave Tyrer/Management</b><br>A. Emergency Repairs/Maintenance Report   | DISCUSSION/ACTION<br>DISCUSSION/ACTION  |
| <b>6. Unfinished Business</b><br>A. Association Owned Units- Status<br>B. Review of the Rules & Regulations<br>C. Security Camera Policy - Adopt<br>D. Bulletin Board Policy - Adopt<br>E. Balcony Railings Replacement - Status<br>F. 2014 Proposed Budget - Adopt<br>G. Window Sealing on Observation Deck – Approval  | DISCUSSION/ACTION<br>DISCUSSION/ACTION<br>DISCUSSION/ACTION<br>DISCUSSION/ACTION<br>DISCUSSION/ACTION<br>DISCUSSION/ACTION<br>DISCUSSION/ACTION |
| <b>7. New Business</b><br>A. Insurance Claim - Update<br>B. 2013 Tax / Audit year ending Dec. 31, 2013 - Approval  | DISCUSSION/ACTION<br>DISCUSSION/ACTION<br>DISCUSSION/ACTION   |
| <b>8. Management Report</b>  | DISCUSSION/ACTION   |
| <b>9. Membership Correspondence</b><br>A. Request for an Addition to the Entrance Structure  | DISCUSSION/ACTION<br>DISCUSSION/ACTION  |
| <b>10. Membership Open Forum – ANY OTHER ITEMS</b><br>This is the portion of the meeting dedicated to membership input for ANY ITEM PERTAINING TO THE ASSOCIATION. No action can be taken on any item brought at this time, however if the Board determines new items should be placed on the agenda, they may do so. If you would like to speak to the Board, this is the time to do so. Each person will be allowed a maximum of three minutes. If necessary, a total open forum period of up to 30 minutes will be allowed.   |   |
| <b>11. Adjournment</b>   | ACTION  |

**PARK TOWERS WILL BE SWITCHING OVER FROM A/C TO HEAT  
OCTOBER 9, 2013.**

**If you are interested in having plumbing work done in your unit, please fill out a Water Shut Off Request Form, and leave it in the box above the fire extinguisher in the lobby, or contact Kelli at [kelli@kenyonandassociates.com](mailto:kelli@kenyonandassociates.com).**

Per NRS 116.31083: It is the right of a unit's owner to have a copy of the audio recording, the minutes or a summary of the minutes of the meeting provided to the unit's owner upon request, in electronic format at no charge to the unit's owner, if the association is unable to provide the copy or summary in electronic format, in paper format at a cost not to exceed .25 cents per page for the first 10 pages, and 10 cents per page thereafter. It is the right of a unit's owner to speak to the Executive Board, unless the Executive Board is meeting in Executive Session.

**VISIT PARK TOWER ONLINE AT [WWW.PARKTOWERHOA.COM](http://WWW.PARKTOWERHOA.COM)**