

PARK TOWERS HOMEOWNERS ASSOCIATION
Board of Directors Meeting
Tuesday, November 19, 2013
Starting Directly After the Annual Membership Meeting Which Starts at 6:00pm
Park Towers Office - Downstairs Lobby
280 Island Avenue, Reno, NV 89501

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| 1. Call to Order/Roll Call | ACTION |
| 2. Membership Open Forum – AGENDA ITEMS ONLY
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. | |
| 3. Election of Officers | DISCUSSION/ACTION |
| 4. Approval of Minutes
A. Through October 15, 2013 | DISCUSSION/ACTION
DISCUSSION/ACTION |
| 5. Acceptance of Financial Reports (Through September 2013)
A. Bank Statements Reviewed
B. Bank Account Signers | DISCUSSION/ACTION
DISCUSSION/ACTION
DISCUSSION/ACTION |
| 6. Maintenance - Dave Tyrer/Management
A. Emergency Repairs/Maintenance Report | DISCUSSION/ACTION
DISCUSSION/ACTION |
| 7. Unfinished Business
A. Association Owned Units- Status
B. Balcony Railings Replacement - Status
C. Insurance Claim - Update | DISCUSSION/ACTION
DISCUSSION/ACTION
DISCUSSION/ACTION
DISCUSSION/ACTION |
| 8. New Business
A. Newsletter - Approval
B. Window Washing - Approval
C. Full Reserve Study - Adopt | DISCUSSION/ACTION
DISCUSSION/ACTION
DISCUSSION/ACTION
DISCUSSION/ACTION |
| 9. Management Report | DISCUSSION/ACTION |
| 10. Membership Correspondence
A. Request for Association to Pay for Drywall Repairs to Unit | DISCUSSION/ACTION
DISCUSSION/ACTION |
| 11. Membership Open Forum – ANY OTHER ITEMS
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. | |
| 12. Adjournment | ACTION |

Please remember to keep your thermostat set at 55 degrees or higher at all times. This will help prevent your pipes from freezing in the upcoming months.

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