

Park Towers
Meeting Minutes of the Board of Directors
October 27, 2014

Board Present

Leilani DeMarzo – Treasurer
Dahl Rask – Vice President
Mike Fuess – President
Mike VanKley – Secretary

Management

Kelli Jones- CAM
Terri Kenyon - CAM

Guests

List on file

Board Absent

Corrine Clark – Director

1. Call To Order / Roll Call

The meeting was called to order at 8:18 PM, which was held in the lobby office at Park Towers, 280 Island Ave., Reno, NV 89501. With four of the five Board Members present a quorum was established.

2. Membership Open Forum – Agenda Items Only

None at this time.

3. Guest Speaker – Trevor Card – Forbes Engineering

Trevor presented the Board with the engineering report and the scope of work for the upper parking garage. Management will obtain proposals for this project.

4. Approval of Minutes

This item was postponed.

5. Acceptance of Financial Statements

This item was postponed.

6. Maintenance – Dave Tyrer/Management

A. Emergency Repair/Maintenance Report

David Tyrer (Maintenance) reported that there had been a fire in the laundry room when a machine was overloaded. There was no damage to report. There was a fire in unit #1407, which was caused by a cigarette. The hallway has been cleaned and the unit owner will be responsible for the cost of the damage and clean up of the common area.

7. Unfinished Business:

A. Revision of the Winterization Policy - Approval

This item was postponed until the next meeting.

B. Roof Drain Repairs – Update

Management reported that this project was scheduled to begin the first week of November 2014.

C. Charter Communications Contract - Approval

This item was postponed.

D. Epoxy Upper Garage Floor - Update

This item was postponed.

- E. Mailbox Replacement – Update
Mike VanKley made a motion to accept LC Paint, Drywall, and Carpentry's proposal in the amount of \$950.00 to remove and install the new mailboxes. Leilani DeMarzo seconded the motion which carried unanimously.
- F. Security Fencing – Update
The fencing has been ordered and once it arrives it will be scheduled to be installed.
- G. Security Review
There was nothing to report at this time.
- H. 2015 Draft Budget – Adopt
Mike VanKley made a motion to accept the proposed 2015 Draft Budget as presented. Dahl Rask seconded the motion which carried unanimously.

8. New Business

- A. 2014 Tax/ Audit Preparation - Approval
This item was postponed.
- B. Window Washing – Approval
The Board approves the annual fall window washing.
- C. Management Contract Renewal – Approval
This item was postponed.

9. Management Report

There was nothing to report at this time.

10. Membership Correspondence

There was none at this time.

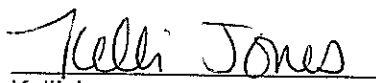
11. Membership Open Forum – Any Other Items:


The owner of unit #1202 wanted to know why the fire alarm went off on different floors at different times. This is the way the fire alarm system is designed.

12. Adjournment:

There being no further business to discuss at this time, *Leilani DeMarzo made a motion to adjourn the meeting at 9:26 PM. Dahl Rask seconded the motion which carried unanimously.*

Respectfully Submitted,


Kelli Jones
Recording Secretary


Michael VanKley
Board Secretary