

Park Towers

Meeting Minutes of the Board of Directors

May 17, 2016

Board Present

Mike Fuess – President
Michael VanKley – Vice President
Dahl Rask – Treasurer
George Engler – Secretary
Dave Aiazzi- Director

Management

Gary Kenyon – CAM
Courtney Tolman- Office Assistant
Terri Kenyon- CAM

Guests

List on file

1. Call to Order / Roll Call

The meeting was called to order at 6:35 PM, which was held in the lobby office at Park Towers, 280 Island Ave., Reno, NV 89501. With all five Board Members present a quorum was established.

2. Membership Open Forum – Agenda Items Only

No comments from the Membership on agenda items at this time.

3. Approval of Minutes – Through April 19, 2016

The Board of Directors reviewed the meeting minutes for April 2016.

George Engler made a motion to approve the meeting minutes from April 2016 as written. Dahl Rask seconded the motion. The motion carried with majority in favor.

4. Acceptance of Financial Statements through March 2016

A. Bank statements Review

The Board of Directors reviewed the financial statements for March 2016.

George Engler made a motion to approve the financials through March 2016. Dahl Rask seconded the motion. The motion carried with a vote of all in favor.

5. Maintenance Report- Management

A. Emergency Repairs/Maintenance Report

Community Manager, Gary Kenyon, reported all the storage rooms have been cleaned out except the storage room on the 2nd floor of the garage. Management will also be putting a 30-day notice around the community for the bicycles being stored in the garage, so homeowners and tenants may claim their bikes and the rest will be donated. Management informed the Board of Directors the price for the painting of the garage pipes will not increase the current bid they accepted at the prior Board Meeting. Gary Kenyon also informed the Board of Directors the grinding of the floors is getting on the schedule soon and Management will be notifying the community before project starts.

The Board of Directors also asked if the Association is saving money now that they have hired a maintenance person through a temp agency rather than hiring a maintenance man full time. Management said it will take about 6 months to really notice the savings from a regular employee to a porter service.

The Board of Directors discussed with Management about the days of pickup with Waste Management they are still not seeing the trash being picked up on the weekends. Management will be contacting Waste Management.

7. Unfinished Business:

A. CC&R Amendment- Update-

Community Manager, Gary Kenyon, informed the Board of Directors the CC&Rs are still being worked on by Attorney Gayle Kern.

Park Towers

Meeting Minutes of the Board of Directors

May 17, 2016

B. Security Review Update

Community Manager, Gary Kenyon, provided a copy of the security review to the Board of Directors and also informed the Board of Directors no incidents have been reported to management. Management has the security service walk the stairwells as well.

C. Garage Floor Sealing – Street Level & Basement-Update

Community Manager, Gary Kenyon, informed the Board of Directors the project start dates are being coordinated. Management will keep the Board of Directors updated when the contractor is able to set a final date.

D. Exterior Crack Inspection Repair-Bid-Update

Community Manager, Gary Kenyon, informed the Board of Directors he is still waiting to hear back from Dave Pasco.

E. Laundry Room Water Leak- Update

Community Manager, Gary Kenyon, reported to the Board of Directors that the tenant in unit 201 is still waiting to schedule a day for the carpets to be installed.

F. Flood Zoning Re-Mapping-Proposal-Update

Management and the Board of Directors already discussed this matter in the last Board Meeting.

8. New Business

A. Transfer Fee/New Account Set Up Fee Policy-Approval & Adoption

George Engler made a motion to approve the transfer fee & new account set up fee policy. Dave Aiazzi seconded. The motion carried with a vote of all in favor.

9. Management Report

Terri Kenyon provided a copy to the Board of Directors to review of the NV Supreme Court Ruling.

10. Executive Session Report

Management reported at the last Executive Session the Board of Directors approved the minutes. The delinquencies were reviewed and took the appropriate action as per the collection policy and reviewed correspondences regarding the HOA homeowner unit 404.

11. Membership Correspondence

A. Unit 302-Administrative Request

Homeowner John Walker unit 302 wrote an e-mail regarding suggestion for the Community. Management reported all the suggestions from the homeowner and they were discussed by the Board of Directors. The Board of Directors is considering some of the suggestions

12. Membership Open Forum – Any Other Items

Homeowner Michele Theberge-Larocque unit 301 discussed about having her wall across from her unit painted. Michele informed Management and the Board of Directors the wall has been this way for several years and would like the wall to be more presentable. Management will be getting bids on repairing and painting the hallways correctly as well as other areas in the building.

Park Towers
Meeting Minutes of the Board of Directors
May 17, 2016

13. Adjournment:

There being no further business to discuss at this time, *Mike Fuess made a motion to adjourn the meeting at 8:00 PM. Dahl Rask seconded. The motion carried with a vote of all in favor.*

Respectfully Submitted,

Courtney Tolman
Recording Secretary

George Engler
Board Secretary