

Park Towers

Meeting Minutes of the Board of Directors

August 16, 2016

Board Present

Mike Fuess- President
Michael VanKley – Vice President
Dahl Rask – Treasurer

Management

Gary Kenyon – CAM
Terri Kenyon- Sup. CAM
Lesley Zepeda- Admin. Assistant

Guests

List on file

Excused

Dave Aiazzi- Director
George Engler- Secretary

1. Call to Order / Roll Call

The meeting was called to order at 6:41 p.m. The meeting was held in the lobby office at Park Towers, 280 Island Ave., Reno, NV 89501. With three of the five Board members present, a quorum was established.

2. Membership Open Forum – Agenda Items Only

No members were present at this time.

3. Approval of Minutes – July 19, 2016

The Board of Directors reviewed the meeting minutes for July 19, 2016.

Dahl Rask made a motion to approve the July 19, 2016 minutes. Michael VanKley seconded, the motion carried with all in favor.

4. Acceptance of Financial Statements through April 2016

A. Bank statements Review

The Board of Directors reviewed the financial statements through June 2016.

Michael VanKley made a motion to approve the financials through June 2016. Dahl Rask seconded, the motion carried with all in favor.

5. Maintenance Report- Management

Management reported that everyone who needed to get their plumbing fixed got it fixed. He also let them know that they were working on getting their HVAC system cleaned.

Recess

The Board of Directors and Management took a recess at 7:08 PM to go take a look at the chiller. They returned from the recess at 7:24 PM.

6. Unfinished Business:

A. CC&R Amendment- Update-

The Board stated they would get together and review the CC&Rs to make any changes necessary.

B. Security Review Update

Management informed the Board that no incidents have been reported to management.

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

Management reported to the Board that he spoke to the contractor and the contractor stated the best time to finish the basement would be in the Spring because the basement has issues and would take him two weeks to finish.

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D. Exterior Crack Inspection Repair-Bid-Update

Mike Fuess let Management know that he was looking for the pictures in his files that Dave Pasco needed in order to submit a bid and couldn't find them, but he would keep looking.

7. New Business

A. Fall Protection Inspection- Bid

Management presented the Board with a bid for the Fall Protection Inspection for \$850.00.

Mike VanKley made a motion to accept the bid. Dahl Rask seconded, the motion carried with all in favor.

B. Universal Site Services- Specified Proposal- Acceptance

Management reported to the Board that Universal Site Services stated that it would take the painter about a week per floor.

8. Management Report

Management reported to the Board that they have a new porter named Jeff. He will be testing all the emergency lights. Gary has been having them sweep the street levels of the garages to get rid of all the sand. Gary let the Board know the maintenance shop was organized.

9. Executive Session Report

Management reported at the last Executive Session the Board of Directors approved the minutes. They also reviewed correspondence regarding a credit on an account and took the appropriate action. The delinquencies were reviewed and the appropriate action was taken per the collection policy.

10. Membership Correspondence

Mike Fuess from unit #306 sent an email asking for reimbursement in the amount of \$67.50 that was paid to D&D Plumbing. ***Michael VanKley made a motion to accept the amount get reimbursed. Dahl Rask seconded. Mike Fuess abstained. The motion carried with the majority in favor.***

11. Membership Open Forum- ANY OTHER ITEMS

No members were present at this time.

12. Adjournment:

With no further business to discuss at this time, ***Dahl Rask made a motion to adjourn the meeting at 8:19 PM. Michael VanKley seconded, the motion carried with all in favor.***

Respectfully Submitted,

Lesley Zepeda
Recording Secretary

George Engler
Board Secretary