

# Park Towers

## Meeting Minutes of the Board of Directors

### February 21, 2017

#### **Board Present**

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

#### **Management**

Gary Kenyon – CAM  
Terri Kenyon- Sup. CAM

#### **Guests**

List on file

#### **1. Call to Order / Roll Call**

The meeting was called to order at 6:47 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 wished to speak at this time.

#### **3. Approval of Minutes – January 17, 2017**

The Board of Directors reviewed the meeting minutes for January 21, 2017.

***Dahl Rask made a motion to approve the January 17, 2017 minutes. Dave Aiazzi seconded, the motion carried with all in favor.***

#### **4. Acceptance of Financial Statements through December 2016**

##### **A. Bank statements Review**

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

***Dahl Rask made a motion to approve the financials through November 2016. Dave Aiazzi seconded, the motion carried with all in favor.***

#### **5. Maintenance Report- Management**

Gary Kenyon reported that there was a roof leak that has been repaired. The window replacement for one of the units was completed by Dave Pasco. It was reported by a homeowner that a damaged rain gutter was causing water to intrude through the window of the unit/ The gutter has been repaired.

#### **6. Unfinished Business:**

##### **A. CC&R Amendment- Update-**

The second amendment draft was reviewed by the Board prior to the meeting. No action was taken in regards to approving the amendment.

##### **B. Security Review Update**

Management informed the Board that no incidents have been reported by security at this time.

##### **C. Exterior Crack Inspection Repair- Bid- Update**

This item has been postponed until the next meeting.

##### **D. Full Reserve Study - Bids**

This item has been postponed until the next Board meeting.

#### **8. New Business**

**A. Camera Bid – Breakdown of Charges** – Gary Kenyon reported that the vendor who originally provided a bid for the camera was unable to break down their bid. He has moved on and is soliciting more bids.

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**B. 2016 Tax Prep** – The 2016 tax prep was presented to the Board for review.

**9. Management Report**

Keith Balsiger was present to discuss insurance coverage and provided a coverages proposals a copy is attached to these minutes for review. ***Mike VanKley made a motion to approve the proposal from Keith Balsiger. Dave Aiazzi seconded the motion which carried with all in favor.***

**10. Executive Session Report**

Management reported at the last Executive Session the Board of Directors reviewed delinquencies and discussed violations, no action was taken.

**11. Membership Correspondence**

There was no correspondence to review.

**12. Membership Open Forum- ANY OTHER ITEMS**

No members wished to speak at this time.

**13. Adjournment:**

With no further business to discuss at this time, ***Dave Aiazzi made a motion to adjourn the meeting at 8:12 PM. Dahl Rask seconded, the motion carried with all in favor.***

Respectfully Submitted,

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Mariah Becker  
Recording Secretary

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George Engler  
Board Secretary