

Park Towers

Meeting Minutes of the Board of Directors

June 19, 2018

Board Present

Mike Fuess- President
Michael VanKley – Vice President
Gary Nelson – Treasurer - Absent
George Engler- Secretary
Dave Aiazzi – Director – Arrive 6:34pm

Management

Terri Kenyon – Supr. CAM
Chiquita De Leon – Prov. CAM

Guests

List on file

1. Call to Order / Roll Call

The meeting was called to order at 6:33 p.m. The meeting was held in the lobby office at Park Towers, 280 Island Ave., Reno, NV 89501. With three of five Board members present, a quorum was established.

2. Membership Open Forum – Agenda Items Only

No Membership was present to speak at this time.

Board Director, Dave Aiazzi, arrived to the Board Meeting at 6:34pm.

3. Approval of Minutes – April 17, 2018

The Board of Directors reviewed the meeting minutes for April 17, 2018. **George Engler made a motion to accept the meeting minutes for April 17, 2018 as corrected. Dave Aiazzi seconded the motion. The motion carried with a vote of all in favor.**

4. Acceptance of Financial Statements through March 2018

George Engler made a motion to acknowledge that the Board of Directors had fulfilled their duty to review the financial statements and bank statements through March 2018 in accordance with NRS 116.31083 subject to the yearend audit or review. Michael VanKley seconded the motion. The motion carried with a vote of all in favor.

A. Bank statements Review

The Board received copies of the bank statements for their review.

6. Unfinished Business:

A. CC&R Amendment- Update-

Management reminded the Board of Directors that they have the 4th draft of the CC&R's that needs to be reviewed for final changes, but it should be ready for Membership voting.

B. Camera Bid –

Three camera bids were reviewed by the Board of Directors. It was noted that after several attempts to obtain more detailed proposals from Scotland Yard Spy Shop and Advanced Sign & Lighting neither company could provide a proposal with the requested details of installation and itemizing the cost of materials. Manager, Gary Kenyon, stated that the Board of Directors approved the wrong proposal for ABC Fire and it did not cover all of the necessary work for the camera project and the motion was incorrect. The correct proposal was provided to the Board of Directors. **Mike VanKley made a motion to approve the proposal from ABC Fire for the new camera system installation at the cost of \$24,375. Gary Nelson seconded the motion. The motion carried with a vote of all in favor.**

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C. 6-year Window Washing & Crack Inspection Agreement

Management stated that they are still waiting on Certified Access to update the window clean and building exterior crack inspection agreement.

D. Elevator Service Proposals

Management reported that the elevator contract is not up yet and proposals will be provided in 2020.

E. Lobby Ins. Claim

Management reported that insurance is going to pay for the damage and the onsite security that was required for the lobby car crash.

7. New Business

A. Balcony & Breezeway Railings

Management reported that they are in the process of talking to building engineers for the balcony and breezeway railings.

B. Boiler Inspection Update

Management reported that the city is trying to conduct a Boiler room inspection, but the boiler that runs the heating to the HVAC units in the building is turned off at this time and the inspection cannot be completed.

8. Management Report

A. Boiler Room Lights Out

Management reported that the Boiler Room lights were out, but it was fixed by Action Electric.

B. Action Electric Light Inspection

Management reported that Action Electric needs to get access to unit 1701 to check on what was done to the light in the hallway in front of unit 1701.

9. Executive Session Report – April 17, 2018

Management reported that at the last Executive Session, the Board of Directors approved minutes, reviewed delinquencies, and discussed violations. The appropriate action was taken per NRS116, the Governing Documents and Collection Policy. No legal counsel was present at the meeting.

10. Membership Correspondence

There was no Membership Correspondence received at this time.

11. Membership Open Forum- ANY OTHER ITEMS

No Members wished to speak at this time.

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12. Adjournment:

With no further business to discuss at this time, *George Engler made a motion to adjourn the meeting at 7:46 PM. Dave Aiazzi seconded the motion. The motion carried with a vote of all in favor.*

Respectfully Submitted,

Gary Kenyon, Supr. CAM
Recording Secretary

George Engler
Board Secretary