Dayton Valley Community Association
Board of Directors Meeting Minutes
September 6, 2017

CALL TO ORDER AND DETERMINATION OF QUORUM

The Board of Directors meeting was called to order by President, Mike Becker at 5:30 p.m. at the Dayton Valley Golf & Country Club. A quorum was established with six (6) Board members present.

Board Members Present:	Mike Becker, President, Paula Darragh, Secretary, Kim Staley, Director, Gene Cowles, Director, Wray Brett, Director, and Dennis Drury, Appointee
Board Members Absent:	Bruce Thiel, Vice President
Others Present:	Karen Ryan, Treasurer Mike Trudell, Community Manager and Sheila Cass, Valley Realty and Management Members in attendance are recorded on sign-in sheet

MEMBER COMMENTS

No member comments at this time.

APPOINTMENT OF BOARD MEMBER TO FILL A VACANT POSITION PURSUANT TO THE ASSOCIATION'S BYLAWS AND NRS 116

Mike Becker announced that Dennis Drury had been appointed to fill the vacant Board of Director position, all of the Board present agreed.

Dennis Drury joined the other Board Members at the table and Mike Becker asked him to tell the attendees a little about himself. Dennis Drury and his wife just recently purchased their forever retirement home in the Dayton Valley Community. They sold their house in Reno two and a half years ago, bought an RV, and toured the country and are now ready to settle down. While living in Reno, Dennis was on the Board of the Woodgate Village HOA.

BOARD MEETING RECESSED

Mike Becker announced that the Board Meeting would be recessed to conduct the Town Hall Meeting, the Board agreed. The Board meeting Recessed at 5:45 pm.

BOARD MEETING RECONVENED

The Board of Directors meeting was reconvened by President, Mike Becker at 6:15 p.m. after the conclusion of the Town Hall Meeting at the Dayton Valley Golf & Country Club. A quorum was established with six (6) Board members present.

MINUTES

Review and Approve July 19, 2017 Board of Directors Meeting Minutes.

MOTION: Kim Staley moved to approve the July 19, 2017 Board of Directors Meeting Minutes, Wray Brett seconded. Discussion: Paula Darragh requested that her name be spelled correctly in the Minutes. All in favor. The motion passed unanimously.

FINANCIALS

a) **Review and Accept Current (un-audited) Financial Reports**

Karen Ryan, the Associations Treasurer stated that she had reviewed the August 2017 un-audited Financial reports and bank reconciliations, and she requested that the Board make a motion to accept the August 2017 un-audited Financial Reports as presented by VRAM.

MOTION: Wray Brett moved to accept the August 2017 un-audited financials reports as presented, Gene Cowles seconded. The motion was passed by a majority vote, five in favor, and Dennis Drury abstained.

b) Review Association's Investment Account and Adopt Investment Policy

Karen Ryan stated the Association has an investment policy they would like to adopt. The basis for it is that the Association monitors the CD's that are invested by the Associations investment advisor, Kathe Wilson, who monitors the CD's and helps the Association maximize the return on the funds invested in CD's. Kathe Wilson makes sure the Association doesn't have more than $250,000.00 in any one financial institution, for FDIC insurance purposes. Karen Ryan stated that the two main goals are to maximize the yield and to make sure that the deposits are insured. After meeting with Kathe Wilson, two new CD's were purchased to reduce the funds in the Mutual of Omaha account and protect the Association's funds with FDIC insurance. There will be regular meetings with Kathe Wilson as the CD's mature to make sure they are appropriately reinvested upon maturity.

MOTION: Wray Brett moved to accept and adopt the Association's Investment Policy, Gene Cowles seconded. The motion was passed by a majority vote, five votes in favor of the motion, and Dennis Drury abstained.

MOTION: Wray Brett moved to allow Kathe Wilson to reinvest the Association's CD funds upon maturity in compliance with the Association's Investment Policy, Dennis Drury seconded. All in favor. The motion passed unanimously.

c) Review and Approve 2016 Audit Report and 2016 Federal Tax Return

Karen Ryan reported that she had reviewed the 2016 Audit Report provided by the CPA. Karen Ryan stated that the CPA had found no material deficiencies in the Association's operations and procedures, and no reasons for any changes concerning the operations or accounting practices of the Association. There were some small adjustments to the financials but they were not material.

MOTION: Gene Cowles moved to approve the 2016 audit report and the 2016 Federal Tax Return, Wray Brett seconded. All in favor. The motion passed unanimously.

d) Review and Approve 2017 revised collection policy

Karen Ryan reported that the collections policy had been revised and the basis of the policy is that after 30 days when an assessment is not paid there is a ten dollar late fee, after 60 days the association then starts charging interest and also mail a delinquency notice and a payment plan. If the payment plan is not accepted and the homeowner has not contacted the management company within 30 days then the account then goes into collections or legal counsel. Mike Becker reported the Association's Board of Directors had recently received a letter from the Association's attorney, Gayle Kern, regarding the Association's Collection Policy. The letter states that in accordance with Senate Bill 33 and revisions to Chapter 116 of the Nevada Revised Statutes (NRS 116), the Board must adopt a revised Collection Policy to make a good faith effort to determine whether a units' owner is a service member or a dependent of a service member, prior to initiating any collection action.

MOTION: Kim Staley moved to approve the 2017 revised Collection Policy, Gene Cowles seconded. All in favor. The motion passed unanimously.

ASSOCIATION BUSINESS

a) Approval of Unanimous Written Consent for Street Sweeping Contract and Authorization

Through email the Board approved the Contract with Statewide Sweeping, and will now formally approve the action.

MOTION: Gene Cowles moved to approve the attached unanimous consent form regarding the Street Sweeping, Kim Staley seconded. All in favor. The motion passed unanimously.

b) Review and approve bid for fence repair/replacement for Ballybunion

Gene Cowles reported that he had been told by homeowners that they're having problems with people jumping the fence at the end of Ballybunion. Gene Cowles stated that Ballybunion is not the only section of fence where they are having problems and the Board is trying to replace the fences a section at a time as the funds become available. Finest Fence

provided a bid of $6,200.00 to replace the fence at the end of Ballybunion, he added that this proposal includes replacing the fire gate.

MOTION: Paula Darragh moved to approve the bid from Finest Fence to replace the section of fence at the end of Ballybunion in the amount of $6,200, Kim Staley seconded. All in favor. The motion passed unanimously.

c) **Discussion and possible action to revise the Rules and Regulations to increase fine assessments**

Paula Darragh stated that they are proposing a change to the fine structure. The general fines like landscaping will not change. They are $50.00 and this continues to accrue if the violation is not remedied. What is being proposed is a $50.00 increase, to total $100.00 per offence, of fines for parking, traffic and safety. There have been many problems in regards to parking. With the old policy if an owner is tagged and they remove the vehicle it is not a continuing violation, so if Paula goes out again eight weeks later and the car is back again the process has to start all over again. There are also problems with people speeding, running stop signs, running into the gates and driving around the speed bumps.

The Community Manager stated that there needed to be some changes in the wording. Page 7, section 20(b)(1): "The first notice of a violation will be sent by registered mail to the property owner", needed to be changed from registered mail to U.S. mail as it cost over three dollars for a registered letter. Page 7, section 20(b)(3): "Reoccurring violations will be subject to immediate fines without further notice", the language that is in NRS116.31031, " if not corrected within 14 days" needed to be added. Page 7, section 20(b)(6): under the lien/sale, the sale needs to be eliminated. Page 7, section 21(b)(5): sale also needs to be eliminated. The Community Manager suggested that these sections mirror NRS 116.31031.

Amy Puzzo asked who pays the fee if an account is turned into collections. The Community Manager stated that initially the Association pays the collection and legal fees, and the reimbursement to the Association are accounted for on the lien.

Paula Darragh stated that they are also proposing to revise the Rules and Regulations policy from having inspections two times a month to once a month. When inspecting two times a month and then adding in re-inspections, you end up going out inspecting once a week. The proposal is that the committee go back to inspecting once a month and re-inspections are done with one committee member and one person from the management company, because they have a tablet that takes a picture and sends it back to the office with the violation, and the letter is done before they get back to the office.

MOTION: Gene Cowles moved to approve the revised Rules and Regulations with the proposed changes and the committee policy changes, Wray Brett seconded. All in favor. The motion passed unanimously.

d) **Finalize and approve Capital Projects for upcoming budget process**

Presently there will be no Capital Projects in the 2018 budget.

e) **Discussion and approval of storm drain scoping and cleaning contract**

The Board stated that they want to be proactive about having the storm drains cleaned ouot before any major storms. The Community Manager stated that he had spoken with Underground Video Technicians and they will have a bid ready by the end of the week.

There was no action taken by the board.

f) **Possible Review and Approve other Unanimous Written Consent of approvals by email**

There have been no approvals by email since the last meeting.

There was no action taken by the board.

g) **Discussion of new issues presented by Members at the Town Hall Meeting - Action not to be taken**
Mike Becker stated that he had received an email from Guenter Streckfuss. She couldn't make the meeting but requested that her comments be read. See attached. Mrs. Streckfuss was concerned that there was only one way into the community and wanted to know if the HOA was aware of any attempts to revive the past attempts to have a second bridge built. Dennis Drury stated that the existing bridge was State Highway 822 and that he would suggest Mrs. Streckfuss contact the State. Sandy Mass stated that a representative came out a couple of years ago and stated that the cost would be in the multimillion dollar range and that Lyon County does not have the money. Tom De Uriarte stated that the second bridge has been discussed in a meeting with Duncan and it was noted that several Airpark owners have a Medivac License in the event of an emergency.
There was no action taken by the board.

h) **Discussion of ads in the Newsletter and possible fees to be charged**
Kim Staley stated that he'd had a couple of people who previously had ads in the newsletter ask if the Board was going to allow ads back in the newsletter and if so they would be interested. Kim said that one of the problems in the past was that payments weren't being received. Sandy Mass stated that they were limited to a total of eight pages. Mike Becker stated that they also used to have space for the community to add classifieds. Several people mentioned that they had "Next Door" for that now and it wasn't needed in the newsletter. Karen Ryan suggested that payment be made in advance. Several of the Board members stated that it was more trouble than it was worth. Sandy Mass also mentioned that on the website there is a business directory functionality where businesses could post advertising and coupons, no money would need to be collected and the advertiser would do all the work.
There was no action taken by the board.

i) **Approve Engagement Letter From Gayle Kern**
The Community Manager stated that in the June 14, 2016 minutes the Board had approved to engage Gayle Kern as new legal counsel, but the Board had not officially signed an engagement letter. The Community Manager recommended that the Board officially approve Gayle Kern's engagement letter.
MOTION: Kim Staley moved to approve the engagement letter with Gayle Kern for legal services, Gene Cowles seconded. All in favor. The motion passed unanimously.

COMMITTEE REPORTS

a) **ARC** - Kim Staley reported that since the last meeting there have been several requests for xeriscape landscaping and for house and trim painting. Kim Staley stated that there are many homeowners painting without submitting and ARC request and although most of the colors are acceptable some are questionable and ARC requests need to be submitted, if not they may have to repaint.

b) **Gates & Security** - Gene Cowles reported that he was happy to get the approval for the Ballybunion fence replacement.

c) **Landscaping** - Tom De Uriarte reported that the committee had been maintaining vacant lots, weeds in the Gallery and replacing dead plants at the Palmer Gate all which have been paid for by the contractor.

d) Rules & Regulations - Nothing to report at this time.

e) Social - Wray Brett reported that the social committee had taken over the welcoming of new residents. To date 14 packets have been delivered out of a total of 16. Wray Brett stated that they were having a lot of fun welcoming new owners into the community. In the newsletter they reported that there would be a Christmas Party this year in the evening on December 16, 2016. They are also working with Duncan on having an Octoberfest Celebration. Duncan will be holding the celebration but the Social Committee will be taking care of the advertising. Next year they are planning some bus trips ie: Ace games, Nugget Rib Cook-off, Candy Dance, dinner in Tahoe. Wray Brett stated that Duncan would be helping with getting the busses. More volunteers would be appreciated.

f) Website - Nothing to report at this time.

g) Roads - Nothing to report at this time.

MEMBER COMMENTS

A homeowner was hesitant to say anything, but she was wondering if other owners were receiving slanderous hate mail. She had received two very slanderous letters. The Board and other homeowners suggested she call the police to report the hate mail. Dennis Drury suggested the homeowner also go to the post office and ask to speak to a postal inspector who would open a case, which may be a federal offense.

NEXT MEETING /ADJOURNMENT

The next Board of Directors meeting will be October 18, 2017 at 5:30 PM

MOTION: Dennis Drury made a motion to adjourn the meeting, Gene Cowles seconded. All in favor. The motion passed unanimously. There being no further business to come before the Board, the meeting was adjourned at 8:00 PM

Respectfully submitted by:
Valley Realty and Management

Mike Trudell,
Supervising Community Manager

Secretary,
Dayton Valley Board of Directors

UNANIMOUS WRITTEN CONSENT
OF THE BOARD OF DIRECTORS OF THE
DAYTON VALLY COMMUNITY ASSOCIATION

The undersigned, constituting all of the voting members of the Board of Directors of the Dayton Valley Community Association, a Nevada non-profit corporation, hereby authorize, consent to and adopt the following resolution(s) pursuant to the Nevada Revised Statutes and the Bylaws of the Association:

Recitals.

1. Dayton Valley Community Association is a Nevada corporation duly organized and existing under the laws of the State of Nevada;

2. NRS 116.3103 gives to the executive board the power to act in all instances on behalf of the Association;

3. The Bylaws provide for the Board to act outside of a meeting and the Board has unanimously consented to do so in this matter.

4. No meeting of the Board is scheduled to take place in time to adopt the revised Collection Policy in order to be in compliance with Senate Bill 33 which requires specific changes to collection action effective May 29, 2017.

NOW THEREFORE, BE IT RESOLVED: The Board hereby adopts the revised Collection Policy and Fine Policy in order to be in compliance with Senate Bill 33.

IN WITNESS THEREOF, the undersigned directors have executed this unanimous consent as of the 6th day of September, 2017.

Director

Director

Director

Director

Director

Director

WRITTEN CONSENT
OF DAYTON VALLEY COMMUNITY ASSOCIATION
BOARD OF DIRECTORS

The undersigned, constituting a majority of the voting members of the Board of Directors of the Dayton Valley Community Association ("Association"), a Nevada corporation, hereby authorize, consent to and adopt the following action pursuant to Nevada Revised Statutes and the Bylaws of the Association:

WHEREAS, The Association is a Nevada corporation duly organized and existing under the laws of the State of Nevada, NRS Chapter 82; and

WHEREAS, NRS 116.3103 gives to the executive board the power to act in all instances on behalf of the Association; and

NOW, THEREFORE, BE IT RESOLVED:

The Board agreed to approve the contract for services with Statewide Sweeping and authorized Michael Becker, president, to sign the Service Proposal Agreement on August 18, 2017.

The undersigned, by affixing their signatures hereto, do hereby consent to, authorize, and approve of the foregoing resolution in their capacity as the Board of Directors of Dayton Valley Community Association on 6th day of September 2017.

DIRECTOR

DIRECTOR

DIRECTOR

DIRECTOR

DIRECTOR

DIRECTOR