****DRAFT****

DAYTON VALLEY COMMUNITY ASSOCIATION

c/o Complete Association Management Company, 704 w. Nye Ln., Ste 101, Carson City, NV 89703

BOARD OF DIRECTORS MEETING MINUTES
REGULAR SESSION
JUNE 22, 2022 at 5:00 PM
ZOOM MEETING
HTTPS://US06WEB.ZOOM.US/J/86008991370
MEETING ID: 86008991370
PASSCODE: 237564

BOARD OF DIRECTOR'S ROLL CALL

Name	Position	Term	Present	Absent
Leandra Carr	President	04/2023	X	
Steve Gallisdorfer	Vice President	04/2024	X	
Katie Mitchell	Treasurer	04/2024	X	
Carla Cole	Secretary	04/2023	X	
Jim Kepler	Director	04/2023	X	
Dennis Drury	Director	04/2024	X	
Clint Hall	Director	04/2024	X	

Community Association Manager: Samantha Michaels, Supervising Community Manager

ESTABLISHMENT OF QUORUM/ CALL TO ORDER
Quorum was established as noted above. President Carr called the meeting to order at 5:09 PM.

HOMEOWNERS FORUM
There were two (2) homeowners in attendance via zoom and an additional x homeowners present in person.

The various Homeowners present expressed their dissatisfaction with the insurance issues going on with Cruden Bay stating that this should have been figured out years ago, expressed frustrations, and called the item "unfair."

247 Cruden Bay read a letter asking for the insurance to be paid out of the Reserve Account.

616 Champions Drive commented on the capacity in the room.

REVIEW OF MINUTES
Treasurer Mitchell made a motion to table the review and approval of the May 25, 2022, meeting minutes and the June 10, 2022 meeting minutes until the next meeting. Director Drury seconded the motion. All in favor. Motion carried unanimously.

REVIEW OF FINANCIALS
Treasurer Mitchell made a motion to table the review of the April 2022 and May 2022 financials until the next meeting. Director Drury seconded the motion. All in favor. Motion carried unanimously.

OLD BUSINESS

a. **Reserve Study Update -** The Board of Directors provided an update on the status of the revised update to the Homeowners present, stating that they are hoping to have a final draft available by the end of June so that it can be reviewed during the July meeting. No motions were made.

b. **Duplex Insurance –** The Board of Directors gave an update to the Homeowners present regarding Cruden Bay and the ongoing issue with the insurance going back to 1991. Director Drury made a motion for the Board to take this item off the agenda and hold a special meeting with the insurance company, the Board, the Homeowners and First Service Residential, the oncoming management company, the attorney, and the current management company present. Treasurer Mitchell seconded the motion. All in favor. Motion carried unanimously.

c. **Update on SNC Crack Seal –** Vice President Gallisdorfer provided an update on the status of the cracks throughout the community that have since been repaired by SNC. A Homeowner in the audience reported an additional issue with the cracks and will submit the email to Director Gallisdorfer for further action to be taken.

d. **Bollard on Lakeview** – The Board of Directors stated for the record that they have obtained one bid, after multiple meetings worth of trying for the install of a bollard on lakeview for a price which is cheaper than what the Association has previously spent. Upon review and discussion, Vice President Gallisdorfer motioned to approve the proposal and Director Kepler seconded the motion. All in favor. Motion carried unanimously.

e. **Towing Company Update –** The Board of Directors explained to the Homeowners present what is required to tow a vehicle from the community. Upon review and discussion, Director Hall volunteered to call Carson Tow for clarification.

f. **Clarification of Newsletter / Website Committee -** The Board of Directors explained to the Homeowners present that there has been an abundance of committees in place going back to 2017 and that is the Boards intention to further define the committees and remove the ones who are no longer functioning. The Board also discussed having an infrastructure committee. Clarification was provided that the newsletter and website committee are the same. It was noted that a discussion on committees would take place in July.

NEW BUSINESS

a. **Tax Penalty Reimbursement –** It was stated for the record that the $3,271.24 is owed to the IRS, which was brought to the Associations matter in February of 2022. The Board discussed how they spoke with the lawyer who advised that this was Managements responsibility and that the Board can send a letter to the community manager to ask for reimbursement if they wish, specifically for the penalties and fines as they believe that the paperwork wasn't properly processed by the Community Manager. Director Drury made a motion to send a letter to COMPLETE to ask for the reimbursement. Vice President Gallisdorfer seconded the motion. All in favor. Motion carried unanimously.

b. **Adopt Election Committee Charter as prepared by Kern –** There was discussion amongst the Board as to whether or not an Election Charter was provided and reviewed by the Board. The Board unanimously agreed to table this item to the July meeting and to send a copy of the charter out with the agendas.

c. **Add Cyber Insurance per Kern recommendation –** It was stated for the record that the Association already carries this type of insurance and is provided with the rest of the policy to the owners as requested.

d. **Discussion Regarding Document Control Solutions –** For the record, it was stated that a previous

owner had this access linked to their credit card and was submitting reimbursement, however, she decided she no longer wanted to do so and the Association lost access. The Board has asked Management to look into what is involved with opening a credit card for the Association. It was stated that the Board would check with First Service to see about opening banking with them.

e. **Start Process of Insurance RFP –** The Board of Directors discussed the process of obtaining bids and whether or not the Association should wait to look for different options after the Cruden Bay issue gets resolved. The Board discussed addressing the insurance issue with the new management company and their insurance expert and the wants of the committee to review the insurance issues. Secretary Cole made a motion to have the broker an opinion for competitive pricing for insurance. Vice President Gallisdorfer seconded the motion. All in favor. Motion carried unanimously. Secretary Cole also made a motion to have President Carr remain the single point of contact for the insurance. Director Drury seconded the motion. Director Drury, Director Kepler and Secretary Cole voted against the decision. The remaining Board members were for it. Motion carried.

NEXT MEETING DATE

The Board of Directors discussed that there will be a special meeting on July 13th specifically to only discuss the insurance issues at Cruden Bay, at 5pm at the clubhouse.

The next regularly scheduled Board or Directors meeting will be July 27th (5pm Exec / 530 Reg) also at the Clubhouse.

HOMEOWNERS FORUM

The homeowner from 206 Lacosta was on zoom and stated that the meeting is very hard to hear. The Board stated that it is a work in progress and the next management company has a much better setup they will be providing.

Homeowners present expressed concerns with new management coming in and how they will make their payments to the new company. It was stated new management will come on August 1st and that they will be hosting an open house to make it as easy as possible and they should be scheduling this for July.

Homeowner expressed suggestion to keep committees simple and develop a thicker skin. Discussions were had about how nobody deserves the unfair treatment.

246 Cruden Bay discussed parking and a citation received on a vehicle.

ADJOURNMENT

President Carr motioned to adjourn the meeting. After no further discussion, Treasurer Mitchell seconded the motion. Motion carried unanimously. The meeting was adjourned at _____PM.

Respectfully Submitted by: Samantha Michaels, Supervising Community Manager
Agent for Complete Association Management Company

Approved:_____ Date: _____
Secretary/Board Member Signature