DAYTON VALLEY COMMUNITY ASSOCIATION

C/o Complete Association Management Company, 704 W. Nye Lane. Ste. 101 Carson City, NV

BOARD OF DIRECTORS MEETING MINUTES
March 30, 2022 – 5:00 pm
Dayton Valley Golf Course – 101 Palmer Drive Dayton, NV

BOARD OF DIRECTOR'S ROLL CALL				
Name	Position	Term	Present	Absent
Dennis Drury	President	04/2022	X	
Joan Latimer	Vice President	04/2022	X	
Sandy Mass	Treasurer	04/2022	X	
Carla Cole	Secretary	04/2023	X	
Jim Kepler	Director	04/2023	X	
Leandra Carr	Director	04/2023	X	
Steve Gallisdorfer	Director	04/2022	X	

Per NRS116.31083, this meeting was properly noticed, and audio recorded

Manager: Julie Thompson, Community Association Manager

MEMBERS IN ATTENDANCE:

Please see sign in sheet attached.

CALL TO ORDER AND DETERMINATION OF QUORUM:

A quorum was present with seven of seven Board Members in attendance as noted above. The meeting was called to order at 5:06 pm.

HOMEOWNER FORUM

A homeowner read a prepared statement for the record.
A member of the book club clarified the request to hold a meet and greet for candidates in the coming months.
A homeowner requested to be considered for the Roads committee and read a prepared statement.

MEETING MINUTES:

The Board reviewed the February 23, 2022 Board Meeting Minutes – there were three corrections noted.

1. Correct the word "nest" to read "next" in section Old Business subsection B.
2. Add the discussion for section New Business subsection D Committee Volunteers – The Board of Directors discussed possible policy options to determine volunteers for each committee. The Board agreed to have S. Mass create an application for volunteers and the application would be available on the Association owned website.
3. Add to section Old Business subsection D Management Company RFP "unsealed proposals to be sent to L. Carr directly".

MOTION: C. Cole made a motion to approve the meeting minutes with the above corrections. Motion seconded by J. Kepler. Motion carried unanimously.

REVIEW OF FINANCIALS:

The Board reviewed the treasurers summary for February 28, 2022 "unaudited" financials. The Board reviewed the financials with questions.
MOTION: S. Mass made a motion to acknowledge the unaudited February 28, 2022 financials. Motion seconded by J. Kepler. Motion withdrawn as L. Carr stated the Board did not receive the complete financials via email by CAM in time to review them completely.

MOTION: S. Mass made a motion to add INSURANCE PRE-PAYMENT to the agenda under Review of Financials. Motion seconded by C.Cole. Motion carried unanimously.

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Insurance Pre-payment – S. Mass requested the Board approve paying the insurance on an annual basis rather than monthly to ensure no late fees are received.
MOTION: S. Mass made a motion to pay the Association insurance on an annual basis. Motion seconded by C. Cole. Motion passed unanimously.

MOTION: S. Mass made a motion to add TAXES RETURN PREPAYMENT to the agenda under Review of Financials. Motion seconded by C. Cole. Motion approved unanimously.

The Board discussed the benefits and hindrances to prepaying the 2022 taxes on an estimated quarterly basis.

MOTION: S. Mass made a motion to prepay the 2022 tax estimated liability on a quarterly basis in 2022. Motion seconded by C. Cole. Vote: Yes – C. Cole, S. Mass, and D. Drury No – J. Kepler, L. Carr, J. Latimer, S. Gallisdorfer. Motion failed.

OLD BUSINESS

A) **Committee Assignments –** The Board discussed postponing this discussion until after the election in April.
MOTION: S. Gallisdorfer made a motion to approve all volunteer applications received by the CAM to date. Motion seconded by L. Carr. Vote: Yes – L. Carr; S. Gallisdorfer, J. Latimer. No – J. Kepler, D. Drury, C. Cole and S. Mass. Motion failed.
B) **Reserve Study update –**The Board discussed the Draft Reserve Study. There were concerns regarding the completeness of the study.
MOTION: D. Drury made a motion to get proposals for a second Reserve Study for comparison purposes. Motion seconded by S. Mass. Vote: Yes – D. Drury, C. Cole, L. Carr, S. Mass, J. Kepler No – J. Latimer, S. Gallisdorfer. Motion carried by majority.
C) **Update on Road Ownership –** This is still pending from the Attorney
D) **Review Street Sweeping proposal –** The Board discussed the presented proposal with concerns regarding the lack of hauling and removal. The CAM was directed to get the proposal with hauling and removal cost added for the next Board meeting.

NEW BUSINESS

A) **Review Crack fill/Seal Dates**– Dates are still pending from vendor.
B) **Speed Bumps** – The Board reviewed the request with the map as requested by a homeowner. The Board did not want to move forward with the project but will review for possible installation of stop signs to assist with slowing traffic in key areas.
MOTION: J. Latimer made a motion to deny the request to install speed bumps as a speed deterrent in the Association. Motion seconded by S. Gallisdorfer. Motion passed unanimously.
C) **Bollard on Lake View** – The Board reviewed the request made by a homeowner. The question of ownership of the area was determined to be HOA. The bollard is requested just above the gutter and in the "curb".
MOTION: S. Gallisdorfer made a motion to obtain a proposal from a vendor to install a bollard in the requested location. C. Cole seconded the motion. Motion carried unanimously.

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D) Updating Location of Entrance/Exit Gates – S. Gallisdorfer presented the proposal to move the Bayhill entrance gate and add an additional gate to restrict access to non-homeowner as a new development is planned adjacent to the Association at the entrance and will require an easement for the new Association. Proposal attached. No action at this time.

E) Update of RFP for Management Contract – L. Carr advised 11 RFP's were sent to various management companies in the area. D. Drury requested the name of the 11 as the Board has previously approved of 7. L. Carr will add the other 4 to the google doc for Board review after the meeting.

F) Update on 52 Cruden Bay insurance homes– L. Carr advised the insurance committee has found gaps and concerns regarding the policy and they are waiting for the agent to respond.

G) Tow Company Update and Signs – C. Cole advised the Board Carson Tow will be installing the signs and will begin enforcement immediately.

H) Decisions made outside a Board meeting – None at this time.

COMMITTEE REPORTS

The various committees gave updates acknowledging all members will need to submit the application for Board approval and the applications will be reviewed after the election in April.

Gates Committee – D. Drury advised the maglocks are causing the gates to function too slowly. Removal of the maglocks will cost under $500.00. It was recommended to to deactivating the locks before paying for removal.

MANAGER'S REPORT/SUMMARY OF EXECUTIVE SESSION

J. Thompson advised the Board of Directors conducted an Executive Session meeting prior to this meeting where the Board discussed code of conduct violations, delinquencies and violations. There are no legal issues at this time.

NEXT MEETING DATE

April 27, 2022 – Annual/Election meeting

HOMEOWNER FORUM

A homeowner recommended the Board check with Spectrum to lower monthly bill for gates.
A homeowner read a prepared statement.
A homeowner requested clarification on STR's regarding CC&R section 4.2. *Question is pending attorney response.*
The Book Club again advised of town hall they will be sponsoring on Wednesday April 6, 2022 details available.
A homeowner pleaded to be added to the Roads committee immediately.

ADJOURNMENT

With no further business before the Board of Directors C. colemade a motion to adjourn the meeting at 7:04 pm. Seconded by S. Mass. Motion carried.

Respectfully Submitted by: Julie Thompson, Community Association Manager

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Agent for Complete Association Management Company

Approved: _____ Date: _____
Secretary/Board Member Signature