



DIRECTORS PRESENT: LOREN FARELL, PRESIDENT; STEVE GUDERIAN, VICE-PRESIDENT; RAY LEE, TREASURER; MARYANN MCKINLEY, SECRETARY; ALAN STROPPINI, DIRECTOR, AND AMY BERNS, DIRECTOR

MANAGEMENT PRESENT: MELISSA RAMSEY AND KYLEE JOSEPH

51 owners in attendance – Sign in sheet on file

Upon notice of duly given in accordance with NRS 116, the Board of Directors of Sierra Canyon Association held a Board of Director's Meeting on Wednesday, November 8, 2017 at Sierra Canyon Association Aspen Lodge, located at 1798 Del Webb Pkwy W, Reno, NV 89523.

CALL TO ORDER/ESTABLISHMENT OF QUORUM

Loren Farell called the meeting to order at 5:32 pm and a quorum of Members were present.

HOMEOWNER FORUM

Agenda items only in accordance with NRS 116 – Board responses in italics.

There were no homeowner comments.

APPROVAL OF MINUTES

The board reviewed draft minutes from the October 11, 2017 meeting.

MOTION: Amy Berns moved to approve the October 11, 2017 Board of Director's minutes as presented. Ray Lee seconded; Loren Farell abstained. Motion carries.

REVIEW OF FINANCIAL REPORT

A. Treasurer's Report: Ray Lee reported on the September financials which the Budget & Finance Committee reviewed. Association's revenue and expenses are almost at a break even. YTD, the association has collected \$900,000 in assessments. With an operating surplus of \$17,000. In total, \$67,000 was spent on snow removal for 2017 thus far, water expenses were higher than originally budgeted. Ray reported that the association has a total of \$112,000 unencumbered cash, which is equivalent to 35 working capital days, with \$1,035,000 in reserves. Delinquency totals \$33,000 in assessment and fines.

B. Current Year to Date Financial Statements: Board reviewed the September 2017 financials.

MOTION: Ray Lee made a motion to accept the current unaudited September 2017 financial statements, acknowledging that the Board has fulfilled their duty to review the financials in accordance with NRS 116.31083, subject to the year-end audit. Maryann McKinley seconded. Motion carries unanimously.

REPORTS

A. Architectural Review Committee: Robert Dreiling reported, stating that they have slowed way down. The ARC has been informing owners of the procedural changes with SOA and offering any comments and recommendations before the owner submits their ARC application to the AGC. Robert stated that due to the new procedure, the ARC will have no need to do inspections. Robert informed the community that the ARC will recess after November 14th until February 20, 2018.



- B. Budget & Finance Committee: Dennis Pellegrino reported, stating the committee has reviewed the September financials and there have been no significant variances. The committee is recommending that the Board accept the September financials. Dennis reported that the committee reviewed the cost for the key fob entry system for the lodge, but feel that they do not have enough cost data at this time to move forward in budgeting this item.
- C. Facilities Committee: Loren Farell reported on behalf of the committee. Loren stated the contractor scheduled to construct the library partition wall is still working with the city, but is in the final stages and hopes to start work soon. Scott Bailey, will be working on the Tahoe/Sierra room doors to install a sound proofing mechanism. The committee intends to hold off until January regarding the construction of an enclosure to the lodge front entrance. Lastly, Loren stated that the tennis courts cracks have been handed over to maintenance for repairs.
- D. Website/Communication Committee: Steve Guderian reported on behalf of the committee, stating the committee continues to work on the new website and believes they are on track to get a demo up and running by January 2018. Additionally, the committee is still compiling info on the website for the vendor.
- E. Management Report: Melissa Ramsey reported that attendance at the lodge continues to grow and DeeDee is working with Edward Jones to put on free events. Melissa welcomed Monica Rios as Sierra Canyon's new General Manager.

Management Recommendations:

- Melissa reported to the board that there is a new group called Geocaching who would like to establish as an offsite group and recommended to the Board that they accept the group, as they have met all requirements. Ray Lee commented on insurance liability for an offsite group.
MOTION: Steve Guderian made a motion to conditionally approve the group pending following up with our insurance agent on offsite groups; Maryann McKinley seconded. Motion carries unanimously.
- Melissa reported to the Board that we received the renewal policies for Commercial Liability Umbrella Policy and D&O Liability Policy. She asked the board if they would like to renew these policies for the years 2018-2019.
MOTION: Ray Lee made a motion to renew the insurance policies; Steve Guderian seconded. Motion carries unanimously.
- Melissa recommended to the Board that the lodge be closed for Thanksgiving, Christmas, and New Year's Day.
MOTION: Steve Guderian made a motion to close the lodge for all three of the recommended days; Ray Lee seconded. Motion carries unanimously.
- Hilburn & Lein submitted a proposal to complete the associaton's 2017 Audit and Tax return for \$4,975. Melissa recommending to continue.
MOTION: Ray Lee made a motion to approve the Hilburn & Lein 2017 Audit and Tax proposal. Maryann McKinley seconded; motion carries unanimously.



- F. Legal Update on Drainage and Lodge: Alan Stroppini reported that there is no update at this time, but the work on the dehumidifier repairs options to move forward.
- G. President's Report: Loren Farell reported that we have attempted to start work on the dehumidifier by trying to obtain bids and inspections. Loren commented on the trucks that have been seen going through Sierra Canyon where they should not be and to notify City Engineer, Janelle Thomas, as well as Councilwoman Jardon. The green and blue lights that residents may have noticed on neighbor's garage lights explained, green signifies veterans and the blue signifies police. Residents are reminded that any modification to the home must go through the ARC and then the AGC. Loren encouraged all owners to vote in the SOA election. Lastly, Loren reported that there is still discussion regarding the MOU.

UNFINISHED BUSINESS

- A. Rockery Wall Inspection & Maintenance: The Board reviewed the proposal provided by Wood Rodgers to do an evaluation of the rockery walls for Villages 1-10 and perform inspections for Villages 11-15.
MOTION: Steve Guderian made a motion to accept the proposal; Ray Lee seconded. Motion carries unanimously.
- B. Lodge Key Card Entry System Bids: Melissa Ramsey reported that there is no action needed by the Board at this time and that Ron Eckhardt is having issues with vendors. Additionally, the Budget and Finance Committee wants more cost data prior to moving forward.
- C. Snow Removal Proposals: Melissa Ramsey reported on the list of vendors we contacted to obtain snow removal proposals from. She stated that most vendors did not respond or had too busy of a work load. Melissa informed the Board that the only proposal we have is from Reno Green. The Board reviewed Reno Green's price sheet.
MOTION: Ray Lee made a motion to approve Reno Green's proposal; Steve Guderian seconded. Motion carries unanimously.
- D. 2018 Special Assessment: The Board stated that there is no update at this time until we get further along on the engineering and inspections of the dehumidifier.

NEW BUSINESS

- A. PRG Updates & Organization: Melissa Ramsey reported that there are no recommendations at this time. Amy Berns and Melissa will go through the document and pull out important chapters to be reviewed as separate documents and any other necessary updates.
- B. 2018 Election Timeline & Conditions: Management presented a timeline for the election process Amy Berns proposed the following date changes: Candidate Form mailed to owners on December 9th, Deadline for Candidate Form and Statement will be January 9, 2018, Candidate page on website goes live on January 12, 2018, and Candidate Nights will be conducted January 12-16, 2018.



MOTION: Ray Lee made a motion that if there are 4 or less candidates, they will be duly elected and candidates will draw cards for the one-year term; Maryann McKinley seconded. Motion carries unanimously.

- C. Dehumidifier Engineer & Inspection: Alan Stroppini reported that he is in the process of making progress with engineers and inspections. The Board intends to meet with legal once there is a game plan.

HOMEOWNER FORUM

Open comments on any items.

Ellen Fearing commented on the trucks going up and down Cliff Park Way, as well as unhitching on Meridian Ranch Drive.

Marcus commented on the policy use for the Tahoe/Sierra rooms, wanting to know where he can obtain that policy.

Pam McNeil commented on the Christmas light contest that SOA is having and including Sierra Canyon in. She also informed the community that there will be a Neighborhood Advisory Board meeting on Tuesday, November 14th, at 5:30 pm. Lastly, Pam commented on all the fun events going on in Verdi that might interest the community.

Sue Whitaker reported on the Village Delegate team and their need for delegates in Villages 1 and 5. Her full report is attached hereto. In addition, Sue commented on the need for the Sierra Canyon election timeline.

Peter and Edith Cartwright commented on one of their neighbor's regarding the appearance of the home and an under 55 year old living in the home.

BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS

- Lodge Key Card Entry System
- 2018 Special Assessment
- PRG Updates

NEXT MEETING DATE – December 13, 2017, at 5:30 PM.

ADJOURNMENT

Steve Guderian moved to adjourn at 7:20 pm. Ray Lee seconded; motion carried.

Respectfully Submitted for Board review and Approval:

APPROVED,

Board Secretary