



DIRECTORS PRESENT: KATEY FOX, PRESIDENT; RAY LEE - TREASURER; AMY BERNS - DIRECTOR; MARYANN MCKINLEY - DIRECTOR; and STEVE GUDERIAN - DIRECTOR

DIRECTORS ABSENT: LOREN FARELL - VICE-PRESIDENT/SECRETARY and ANDY HOPPER - DIRECTOR

MANAGEMENT PRESENT: MELISSA RAMSEY, KATHLEEN HALL, DARREN NULL, and LAURIE WILSON

30 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 9, 2016 at Sierra Canyon Association Aspen Lodge, located at 1798 Del Webb Pkwy W, Reno, NV 89523.

CALL TO ORDER/ESTABLISHMENT OF QUORUM

Katey Fox called the meeting to order at 5:30 pm and a quorum of Members was present.

HOMEOWNER FORUM

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

Nancy Chontos commented on the Walking Stick Drainage and the need for the board to still consider the drainage in Village 13 as an unfinished item.

Libess Holguin commented that the board packet was not available online for meeting. *Board noted they will verify this moving forward.*

APPROVAL OF MINUTES

October 12, 2016: Board reviewed draft minutes and noted the following changes:

- 1. Correct spelling of Alice Yucht's last name on page 3.*
- 2. Correct the spelling of Amy's last name to BERNS.*

MOTION: Steve Guderian made a motion to approve the October 12, 2016 Board of Director's Minutes as amended. Amy Berns seconded; Katey Fox abstained due to absence from meeting. Motion carries.

REVIEW OF FINANCIAL REPORT

- Treasurer's Report: Ray reviewed the September financials with the Board and note the committee had not met to thoroughly review. Ray reported the association has \$222,000 in the operating account with approximately 44 days of operating cash on hand. There is \$932,000 in the reserves. Delinquency is low for an association of this size at \$20,000. Association is currently running an unfavorable variance. It was also noted that Ray and staff were working on updating the dashboards to reflect usage of various components for tracking purposes.
- Current Year to Date Financial Statements: Financial statements through September 30, 2016 were provided to the board for review.
MOTION: Ray Lee made a motion to acknowledge the Board's review of the current unaudited September 2016 financial statements. Amy Berns seconded; Motion carried unanimously.

REPORTS

The Board of Directors may take action on items recommended during each report.

- Architectural Review Committee: No report at this time.
- Budget & Finance Committee: Debby Mather reported three openings on the committee with two interviews held earlier in the day. Committee is recommending the board appoint Dennis Pellegrino and Marcia Kakiuchi.



- C. Facilities Committee: Glenda Powell noted they will have something to present in January.
- D. Somersett Traffic Ad-Hoc Group: Loren not present to provide update but it was noted that the Somersett Board did recently approve 6 traffic calming signs in the community with one being at the Andover intersection.
- E. Maintenance Supervisor: Darren Null provided report for the Board which was included in the board packet. De-icing project complete; dehumidifier repairs continue as various parts fail once others corrected. Amy inquired about the pool heater itself which Darren said he's working with the pool vendor to repair but they have been unable to see the actual issue.
- F. Compliance Report: Kathleen Hall noted that landscape violations will be placed on a winter hold until May 1, 2017. Reno Green has removed the RPAs from the irrigation system for winter storing. There were questions about the 3 foot fire break work being done and the delays in the schedule which has been pushed back on several occasions by Reno Green with a new completion date in December. Lodge attendants have the updated schedule to provide dates to owners as requested.
- G. Community Manager: The new General Manager, Laurie Wilson, was introduced by both Katey and Melissa Ramsey who noted that she will be in training and meetings the remainder of the week and at the Lodge starting November 14. Melissa acknowledged all of the hard work and effort by Kathleen over the last month during the transition. Staff is working with Ray to get the dashboards updated to provide timely moving forward. There are 6 resident groups that will be cancelled as of January 1, 2017 unless low participation is justified. These groups are Current Events, Card Making, Mah Jongg, Wii League, Options Trading, and Cribbage.

UNFINISHED BUSINESS

- A. Common Area Turnover – Village 13 & 15: Steve reported that there is no action at this time but outstanding punch list items need to be verified with Seth Padovan to identify those that Pulte still needs to correct.
- B. December 14 Board Meeting Cancellation: No major items to discuss, but potentially a need for an executive which could occur via phone.
MOTION: Amy Berns made a motion to cancel the December 14th Board of Directors meeting. Steve Guderian seconded; motion carried unanimously.
- C. Appointment of Nominating Committee: Members are responsible for overseeing the candidate process including candidate night. Two members from last year volunteered to continue but still need to seek others.
MOTION: Katey Fox made a motion to appoint Alice Yucht and Nancy Chontos to the Nominating Committee, with additional volunteers to be sought. Amy Berns seconded; motion carried unanimously.

NEW BUSINESS

- A. Appointment of Committee Members: Finance Committee had a made a recommendation during their report requiring action. Website/Communications Appointments will be considered in January.
MOTION: Ray Lee made a motion to appoint Dennis Pellegrino and Marcia Kakiuchi to the Budget/Finance Committee. Maryann McKinley seconded; Motion carried unanimously.



- B. 2017 Election Timeline: A proposed timeline was included in the board packet to meet all deadlines for a February election. Katey noted there were four – two year term seats not three, resulting in a total of five seats. Melissa noted with the change in legislation and some legal opinions that the Board needed to decide if 5 candidates or less were received if they would send the statements back out or deem them duly elected.
MOTION: Katey Fox made a motion to accept the timeline with a single 30 day candidate statement period with those being duly elected if there are 5 candidates or less. Ray Lee seconded; motion carried unanimously.
MOTION: Amy Berns made a motion that if candidates are duly elected then they will ask for volunteers for the 2 years vs 1 year seats or cards will be drawn. Ray Lee seconded; motion carried unanimously.
- C. 2017 Meeting Calendar: Proposed calendar included in the packet. Melissa noted there was no Board meeting in February, just Executive followed by the Election and Organizational meeting. Amy noted Executives will begin at 4 pm and Board agreed better for timing.
MOTION: Katey Fox made a motion to accept the 2017 meeting calendar. Steve Guderian seconded; motion carried unanimously.
- D. Fuel Reduction Plan with Somerset: Somerset received a proposal from RCI that included Sierra Canyon in the scope. The proposal anticipated Sierra Canyon being roughly 35% of the work with a not to exceed amount of \$6,000. This was a budgeted item for 2017.
MOTION: Ray Lee made a motion to approve the Fuel Reduction Plan with Somerset for a not to exceed amount of \$6,000. Maryann McKinley seconded; motion carried unanimously.
- E. Events Committee Creation: After some comments and discussion in recent months, a draft charter was put together for Board consideration. No action at this time, defer till January meeting to allow members further time to review.
- F. Walking Stick Drainage Quote: Reno Green submitted a proposal for work to correct the drainage of standing water at Walking Stick Trail for \$8,221. Ray requested management obtain bids from other vendors given the high price.

HOMEOWNER FORUM

Open comments on any items - Board responses in italics.

Lorrie Moore asked about the total build out number (1212); lack of oversight to the landscape company; and where the \$11 assessment increase was being applied (*staffing, fuel reduction, and Lodge work*).

Dan Dills asked about the oversight of the pool contract.

Pam McNeil provided an update on NAB items including Naomi Jardon as the new Vice-Mayor. She also noted that the delay in the Toll Brothers Area 6 project with the commission was at the request of Toll to amend permits.

Glenda Powell reminded owners to vote in the Somerset Board election; waiting two years to have her fire break done.

Debby Mather noted that the Board needed to continue to look at the drainage issues on Wakefield.

BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS

Approval of an updated Finance Committee Charter



NEXT MEETING DATE

Budget Ratification meeting is scheduled for November 21 at 8 am. The Board will meet again on January 11th.

ADJOURNMENT

Katey Fox moved to adjourn the meeting at 6:46 pm. Seconded by Steve Guderian; motion carried.

Respectfully Submitted for Board review and Approval:

APPROVED,

Board Member