



Caughlin Ranch Homeowners Association
Board of Directors General Business Meeting Agenda
Wednesday, March 28, 2018; immediately following Special Assessment Meeting
1070 Caughlin Crossing, Reno, NV 89519

Al Dennis, President
Vince Ames, Treasurer

Michele Attaway, Vice President
Mike Chern, Director
Drew Naccarato, Director

Tony Termini, Secretary
Joan Mullen, Director

- 1. Call to order and establish quorum.**
- 2. Member Comments: This time is devoted to Association Members who have comments and/or concerns regarding items on this agenda.** Except in the case of an emergency, no action may be taken upon a matter raised under this item of the agenda until the matter has been specifically included on an agenda as an item upon which action may be taken. The Board has the authority to limit the time for individual comments. A time limit of two (2) minutes per member has been allotted. No member can give away his or her allotted time to expand another member's time. In consideration of other members who may wish to present comments and/or concerns, please avoid repetition.
- 3. Minutes:**
 - 3.1. Review & approve January 24, 2018 Board of Directors General Business Meeting Minutes *
- 4. Finances:**
 - 4.1. Review & accept 2017 Audited Financial Reports as of December 31, 2017 *
 - 4.2. Review & accept Unaudited Financial Reports as of January 31, 2018 *
 - 4.3. Approve Bad Debt write-off amount due to foreclosures (if applicable) *
 - 4.4. Consider write-off of miscellaneous Accounts Receivable amounts under \$5.00 at year-end *
- 5. Reports & Updates:**
 - 5.1. Finance & Budget Committee (F&B); Larry Morris, Co-chair
 - 5.2. Architectural Control Committee (ACC); Director Naccarato
 - 5.3. Landscaping, Irrigation/Conservation & Maintenance; L&M Superintendent Lisenby
 - 5.4. Community Events; Vice President Attaway
 - 5.5. General Manager: Pending Litigation, Executive Session Summary, Community News and Updates; GM Olson
- 6. Acknowledge actions taken by the Board of Directors between Board Meetings:**
 - 6.1. Via an "Action by Directors through Unanimous Consent in Lieu of a Meeting", purchased a 2013 Ford F-150 Super Crew Cab XLT 4-wheel Drive Pick-up Truck for a total of \$26,882.81 to replace a 2003 Ford Ranger that had exceeded its useful life in accordance with the CRHA Reserve Study. CRHA received \$500 for the trade-in. The document, signed by all the Board Members, will be attached to the March 28, 2018 Board Meeting Minutes.
- 7. New Business:**
 - 7.1. Open sealed bids and approve costs to install camera monitoring systems at Caughlin Creek Gates I and II and Mountainshyre Gates (homeowner approval vote is required since they will be responsible for all associated costs) *
 - 7.2. Approve cost to Extend Server Warranty 1-year (warranty expires on 07/30/18) *
 - 7.3. Approve Proposal for Bid Preparation and Construction Management of Phase III (final) Asphalt Rehab Project *
 - 7.4. Approve Revised Rules & Regulations, Violation & Fine Policy, and Construction Penalty Schedule *
 - 7.5. Approve Third Restated Bylaws' *
 - 7.6. Approve AFLAC Plan Year Change to January 1st *
 - 7.7. Approve Community Associations Institute's Legislative Action Committee 2018 Contribution of \$1.00 per Door *
 - 7.8. Approve Agreement for Use of Real Property for Fire Training Activities with City of Reno *
 - 7.9. Approve revisions to Employee Handbook *
 - 7.10. Approve New Phone Call Recording System *
 - 7.11. Approve Common Area Use Agreement *
 - 7.12. Approve alternate Base and Accent colors for Deer Creek Color Scheme 6 *
 - 7.13. Approve costs to purchase new Aerator and Stump Grinder for Landscape & Maintenance Operations *
 - 7.14. Approve cost to replace Westpointe sign with new sign to include Vista Pointe and Whispering Canyon *
 - 7.15. Approve costs to replace 2 office computer work stations *
 - 7.16. Approve Secondary Employment Policy *

- 8. Member Comments:** This time is devoted to Association Members who have comments and/or concerns regarding any association matters. The Board has the authority to limit the time for individual comments. A time limit of two (2) minutes per member has been allotted. No member can give away his or her allotted time to expand another member's time. In consideration of other members who may wish to present comments and/or concerns, please avoid repetition.
- 9. Announce Future Meeting Dates & Adjourn *:**
Board Agenda Workshop 4:00 p.m. Monday, May 21, 2018; Board of Directors Executive Session 5:00 p.m. and General Business Meeting 6:00 p.m. Wednesday, May 23, 2018

Items identified with an asterisk "" are intended for Board action. NOTICE: NRS 116.31083 provides that each notice of a meeting of the executive board (aka: Board of Directors) must state the time and place of the meeting and include a copy of the agenda for the meeting or the date and location(s) where copies of the agenda may be conveniently obtained by the units' owners. General Business Meeting Agendas are posted on the Caughlin Ranch website and in the brochure box to the right of the entry door of the Association office at 1070 Caughlin Crossing, Reno, NV 89519. You may also call 775-746-1499 to obtain a copy. Agendas are available at least seven (7) calendar days before each scheduled Board Meeting. You are also notified of the rights of a unit's owner to: (a) Have a copy of the minutes or a summary of the minutes of the meeting provided to the unit's owner upon request, and, if required or by the executive board upon payment to the association of the cost of providing the copy to the unit's owners or in electronic format at no cost. (b) Speak to the association executive board, unless the executive board is meeting in executive session. (c) A copy of the audio recording of the minutes or a summary of the minutes of the meeting provided to the unit's owner. Any comments made may potentially become a permanent record of the minutes.*