

HIGHLAND RANCHES PROPERTY OWNER'S ASSOCIATION  
P.O. Box 1039, Virginia City, NV 89440

**Executive Board of Director's Meeting Agenda**

Tuesday, January 30, 2024 – 6:30 pm

**Board of Directors**

Roger Huff, President      Mike Tozzi, Secretary  
Kevin Singleton, Treasurer      Austin Swift, Roads Director  
Sunday Minnich, Director-at-Large

**1. Call to Order & Establishment of a Quorum**

***PUBLIC COMMENT***

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**2. Public Forum – Agenda Items Only (Limited to 2:00 minutes per unit owner)      *For Discussion Only***

- *Each unit owner in attendance may address the executive board of directors. Comments made by each unit owner must be limited to items listed on this agenda pursuant to NRS 116.31083(6). Unit owners may request that the substance of their remarks or prepared written remarks be included in the minutes. Members must state their name and property number(s) along with the agenda number they are commenting on.*

***PREVIOUS MINUTES***

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**3. Reading and Approval of Previous Meeting Minutes      *For Possible Action***

- **The executive board of directors will read aloud and approve the summary minutes of the executive board of director's meeting(s) held on November 7, 2023. The minutes will not be read aloud if so moved and approved by the board. \***

***EXECUTIVE SESSION***

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**4. Acknowledgement of Board Meeting held in Executive Session (if applicable)      *For Discussion Only***

- The Board of Directors met in EXECUTIVE SESSION on 28-JAN-2024 to discuss items under two of the permissible items for an Executive Session.

***OFFICERS, STANDING COMMITTEE, ADHOC COMMITTEE REPORTS***

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**5. President's Report      *For Discussion Only***

**6. Secretary's Report      *For Discussion Only***

**7. Treasurer's Report      *For Discussion Only***

**8. Architectural Report      *For Discussion Only***

- The Board is looking to appoint community members to the Architectural Committee. If anyone is interested in participating, please send an email with your contact details (name, address, phone, email) to [bod@highlandranchespoa.com](mailto:bod@highlandranchespoa.com) for further information.
- Architectural applications and status.
  - 4140 Whiskey Flat – Garage
  - 310 E Five Mile - Garage

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**Executive Board of Director's Meeting Agenda  
(continued)**

***UNFINISHED BUSINESS***

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9. **Unfinished Business** *For Possible Action*
- No unfinished business to discuss.

***FINANCIALS***

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10. **Quarterly Review of Financial Information** *For Discussion Only*
- The board shall review a current year-to-date financial statement of the association; schedule of revenues and expenses for both the operating and reserve accounts; a current reconciliation for both the operating and reserve accounts; the latest bank statements for all accounts of the association; and, if applicable, the current status of any civil action or claim submitted to arbitration or mediation in which the association is a party.
    - Account Balances

***NEW BUSINESS***

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11. **Accept Board Member Resignation** *For Possible Action*
12. **Motion to Appoint Treasurer** *For Possible Action*

***PUBLIC COMMENT***

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13. **Public Forum** (*Limited to 2:00 minutes per unit owner*) *For Discussion Only*
- Each unit owner may address the executive board. Comments made by each unit owner must be limited to matters impacting the community pursuant to NRS 116.31083(6). Unit owners may request that the substance of their remarks or prepared written remarks be included in the minutes.
14. **Adjournment**

**\*Denotes that the item is a possible Action item and may be voted on by the HRPOA Board of Directors.**