

Highland Ranches Property Owners Association
Executive Board of Director's
Approved/Unapproved Summary Meeting Minutes for Board
Meeting
held on
January 30 - 6:30 PM
at
2610 Cartwright Rd., Virginia City Highlands, NV 89521

Current Board of Directors

Roger Huff, President
Mike Tozzi, Secretary
Sunday Minnich, Treasurer
Austin Swift, Roads Director

Board Members Present

Mike
Sunday
Austin

1. Call to Order & Establishment of a Quorum

- a. Meeting called to order at 6:30 PM.
- b. A quorum IS established.

2. Unit Owner's Forum *(Limited to 2:00 minutes per unit owner)*

For Discussion Only

- a. *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.*
 - Lilian Henry commented on the executive session was not posted as required.
 - Larry Austin, Lot 468, suggested selling back the gas to supplier or sell to residents at a discount as we no longer have use for gasoline and use the fuel tank for diesel since trucks are diesel.
 - Steve Dragovich, Lot 278, commented on his actions.

3. Reading and Approval of Previous Meeting Minutes

For Possible Action

- a. 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. *
- b. Austin motioned to approve, Michael, seconded.
- c. Vote as follows: Austin, yes. Michael, yes. Sunday, yes.
- d. Motion Carried

4. President's Report

For Discussion Only

- a. No Report

5. Secretary's Report

For Discussion Only

- a. No Report

6. Treasurer's Report

For Discussion Only

- a. The report was approved as read from the published report by Associa Sierra North.
- b. Associa processes the financials on a monthly basis, not quarterly; so they did not have a complete report yet as they didn't take over until November and was still processing the reports.

7. Architectural Report

For Discussion Only

- a. Report approved as read.

8. **UNFINISHED BUSINESS**

No unfinished business

9. **Road Report**

a. No report

10. **Quarterly Review of Financial Information**

For Discussion Only

a. 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.

b. Account Balances

- Operating Account #463 - \$212,727.84
- Culvert Account #1628 - \$73,021.19
- Reserve Account #4656 - \$42,869.03

11. **Appoint a Treasurer**

For Possible Action

- a. Motion to appoint Sunday Minnich as Treasurer for the HRPOA
- b. Mike motioned to approve, Austin seconded.
- c. Vote as Follows: Mike, yes. Austin, yes.
- d. Motion carried.

12. **Accept a Board Member Resignation**

For Possible Action

- a. Motion to accept Kevin Singletons resignation from the Board of Directors.
- b. Austin Swift motioned to accept.
- c. Vote as follows: Mike, yes. Sunday, yes.
- d. Motion carried.

13. **Unit Owner's Forum** *(Limited to 2:00 per unit owner)*

For Discussion Only

- a. *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.*
- b. No unit owner comments.

14. **Adjournment**

a. 7:01pm

The record reflected in these unapproved summary minutes has not been officially certified by the Executive Board of Directors and corrections may be made. Official minutes will be made available to the units' owners once approved by the Executive Board of Directors.