

# EXECUTIVE BOARD OF DIRECTOR'S APPROVED MEETING MINUTES

Tuesday, March 29<sup>th</sup>, 2022 – 6:30 PM  
Highlands Fire Station – 2610 Cartwright Road  
Virginia City Highlands, NV 89521

Larry Austin – President & Roads Director (present)  
Jess Lattin – VP & Equipment Maintenance (absent)  
Summer Pellett – Treasurer (present)  
Roger Huff – Director at Large (present: joined meeting after item #6)

Members Present: Sunday Minnich, Roger & Kim Huff, Dan Spadino, and James Hoeft

- 1) Call to Order – The meeting was called to order at 6:34pm
- 2) Roll Call for the Establishment of a Quorum – A quorum was established
- 3) Public Comment – Agenda Items Only (2 minutes per member): None
- 4) Approval of Agenda for Tuesday, March 29<sup>th</sup>, 2022, Board of Directors Meeting\* – Summer motioned to approve. Larry seconded. Approved: unanimous. Motion carried.
- 5) Approval of Minutes for the Tuesday, January 25<sup>th</sup>, 2022, Board of Directors Meeting\* – Summer motioned to approve. Larry seconded. Approved: unanimous. Motion carried.
- 6) Board consideration to appoint Roger Huff to the HRPOA Board of Directors\*:  
Roger introduced himself to the Board and stated his desire to serve on the HRPOA Board of Directors. Summer motioned to approve. Larry seconded. Approved: unanimous. Motion carried.
- 7) Architectural Report:
  - Lot 302 – 3020 Sheridan Rd (single-family residence approved)
  - Lot 238 - 2380 Wild Rose Rd (single-family residence approved)
  - Lot 031 – 310 E. Five Mile Rd (single-family residence approved)
- 8) Treasurer's Report from Summer Pellett:  
Summer introduced Sunday Minnich, the new bookkeeper for the HRPOA. Summer stated that the 2022 financials for the 1<sup>st</sup> quarter will be posted to the HRPOA website in early April.
  - a. Update on HRPOA account balances:
    - Operating Checking: \$10,029.08
    - Operating Savings: \$93,277.52
    - Culvert Account: \$70,501.96
    - Reserve Account: \$161,172.39
- 9) Director of Roads Report from President Larry Austin:
  - a. Opening of the bids received for road maintenance in the Highland Ranches  
Many RFPs were sent out but only one bid was received from Ryan's Rock and Hoe. Summer opened the bid for the Board's review.
  - b. Awarding of the bid for road maintenance in the Highland Ranches\* – Larry motioned to approve the bid submitted by Ryan's Rock and Hoe. Summer seconded. Approved: unanimous. Motion carried.
- 10) Equipment Maintenance Report from Vice President Jess Lattin – Larry stated that new deflectors were purchased for the plows.
- 11) Approval of the next monthly Board of Director's meeting Date – Tuesday, April 26, 2022\* – Summer motioned to approve. Larry seconded. Approved: unanimous. Motion carried.
- 12) Public Comment (2 minutes per member): None
- 13) Adjournment

\* Notes that the item is a possible Action item and may be voted on by the HRPOA Board of Directors. All Action items allow for public comment before action is taken by the Board. Public comment is limited to 2 minutes per member and must be related to the agenda item.