

# CANYON PINES HOMEOWNERS ASSOCIATION

February 4, 2025

## BOARD OF DIRECTORS MEETING MINUTES

1. CALL TO ORDER, INTRODUCTIONS & QUORUM DETERMINATION

This was an in-person meeting held at the Reno Fire Station #11, 7105 Mae Ann Ave, Reno NV 89523. The meeting was called to order after at 6:08 pm after the Annual Meeting. A quorum was established by the presence of: Shiela Kenyon and the newly elected, Scott Hansford, Jason Reed and Jim Pilzner. Also present was community manager B. DeLisle with HOAMCO. No Homeowners were in attendance.

2. HOMEOWNER OPEN FORUM – N/A

3. ELECTION OF OFFICERS AND TERM LENGTHS - J. Altherr Flores resigned for personal reasons. There are a total of 4 Board Members, Sheila Kenyon remains on the Board, Scott Hansford, Jason Reed and Jim Pilzner.

**MOTION: S. Kenyon motioned that Shiela Kenyon as Vice President, Scott Hansford as President, Jason Reed as Treasurer, Jim Pilzner as Secretary. J. Pilzner seconded, motion carried all in favor.**

4. APPROVAL OF PREVIOUS MEETING MINUTES

The 11.05.24 Board Meeting Minutes were reviewed.

**MOTION: J. Pilzner motioned to approve minutes. S. Kenyon seconded; motion carried all in favor.**

5. FINANCIALS

a. Treasurer's Report (specifically, account receivable) – The Financial Statements for the period ending December 31, 2024 were reviewed by the Board and Treasurer. The Operating account Total Liabilities & Equity is \$74,664.32. The Reserve Account Total Liabilities & Equity is \$238,602.39 The Association has adequate funds to pay all projected obligation as they become due. Most of the monthly general assessments are received in a timely manner. Accounts receivable has been reviewed in executive session and for those few accounts with past due balances, the appropriate measures are being taken by Manager and Board to ensure the Associations collection policies are being enforced. The Association also has a provision for doubtful accounts in the event a portion of the Accounts Receivable become uncollectable.

b. Accept Current Financials – The HOA is currently \$10,267.29 under budget on expenses so far this year unaudited.

**MOTION: J. Reed motioned to accept the financials dated 12.31.24 S. Hansford seconded; motion carried all in favor**

c. Review & approve Tax prep and 2024 \$\$ audit contract

**MOTION: J. Pilzner motioned to accept the \$175 tax prep and \$1550 audit with Bainbridge. J. Reed seconded, motion carried all in favor.**

6. REPORTS

a. Presidents – n/a

b. Architectural Control Committee – n/a

c. Landscape – n/a

d. Managers – B. DeLisle is looking for a new slide for the Park.

7. UNFINISHED BUSINESS

- a. Seasonal planting/additional color for common areas P6 + P9 – N/A
- b. Review and schedule/contract for 2024 Reserve Fund Projects per Reserve Study – N/A

8. NEW BUSINESS – N/A

9. HOMEOWNER FORUM – N/A

10. ADJOURNMENT

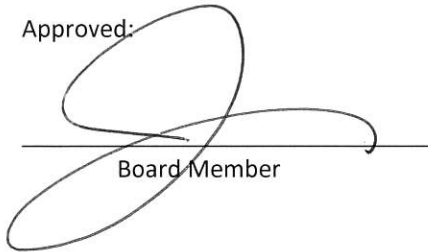
There being no further business to handle on this agenda,

**MOTION: J. Pilzner motioned to adjourn at 6:58 pm. S. Kenyon seconded, motion carried all in favor.**

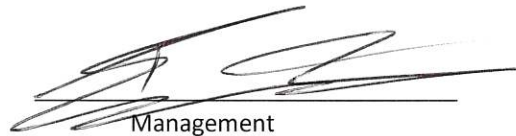
**EXECUTIVE SESSION ACKNOWLEDGEMENT**

Management advises that the Board met in Executive Session before this meeting in order to handle possible private correspondence, violations, delinquencies, collections, and/or legal issues.

Approved:



Board Member



Management