

CANYON PINES HOMEOWNERS ASSOCIATION

August 6, 2024

BOARD OF DIRECTORS MEETING MINUTES - DRAFT

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 at 6:00 pm, a quorum was established by the presence of: H. Bynum, Jenna Altherr Flores, and Terri Fox. J. Sallan and S. Kenyon were absent. Also present were community manager B. DeLisle, and K. Salazar with HOAMCO. No Homeowners were in attendance.

2. HOMEOWNER OPEN FORUM – N/A

3. APPROVAL OF PREVIOUS MEETING MINUTES

The 05.07.24 Board Meeting Minutes were reviewed.

MOTION: H. Bynum motioned to approve minutes. T. Fox seconded; motion carried all in favor.

4. FINANCIALS

a. Treasurer's Report (specifically, account receivable) – The Financial Statements for the period ending June 30, 2024 were reviewed by the Board and Treasurer. Treasurer H. Bynum reported the association has an appropriate cash position and that the Association is on budget. The Association has adequate funds to pay all projected obligations as they become due. Most of the monthly general assessments are received in a timely manner. Accounts receivable has been reviewed 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 – June 30, 2024 Financial Statements were reviewed by the Board.

Motion: H. Bynum motioned to accept the financials dated 06.30.24, T, Fox seconded; motion carried all in favor

c. Review & approve of 2023 audit – The Draft of the 2023 Audit completed by Bainbridge, Little and Co. LLP was reviewed by the Board. The Audit is available for review by Members on the HOA website: www.canyonpineshoa.org

MOTION: J. Altherr Flores motioned to accept Bainbridge 2023 Audit. H. Bynum seconded, motion carried all in favor.

5. REPORTS

a. Presidents – J. Sallan was absent.

b. Architectural Control Committee – H. Bynum said that this summer season has seen a steady flow of applications. The Architectural Committee will reduce review meetings to one time per month starting in September.

c. Landscape – Landscaping throughout the community is the HOA's biggest focus at this time and is being monitored closely.

d. Managers – B. Delisle reports throughout the meeting.

6. UNFINISHED BUSINESS

- a. Seasonal planting/additional color for common areas P6 + P9 – tabled
- b. Review and schedule/contract for 2024 Reserve Fund Projects per Reserve Study – H. Bynum mentioned this was completed.

7. NEW BUSINESS-

- a. Review & approve striping + curb painting bid- B. DeLisle handed out 2 proposals to the board. HD Coatings with \$3,371.00 and Affordable Stripping and sealing LLC at \$2,893.55. It was determined the HD Coatings bid was more comprehensive and addressed the full scope of work requested by the Board.

MOTION: J. Altherr Flores motioned to accept the HD Coatings proposal with a date of completion; T. Fox seconded. motion carried all in favor.

- b. Review & approve tree removal/replacement bid- B. DeLisle handed out 2 landscaping proposals to the board, T&T with \$5,100.00 for removal and installment and a proposal from Brightview proposing \$3,379.39 for the same scope.

MOTION: T. Fox motioned to accept the Brightview proposal with confirmation of one year warranty for replacement trees and a confirmed date of completion, J. Altherr Flores seconded motion carried all in favor.

- c. Any new business as may properly come before the board.

8. BUSINESS OUTSIDE OF MEETING –N/A

9. HOMEOWNER FORUM – The pet set station signs look great.

10. ADJOURNMENT

There being no further business to handle on this agenda,

MOTION: J. Altherr Flores motioned to adjourn at 6:24 pm. T. Fox 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