

CAUGHLIN RANCH HOMEOWNERS ASSOCIATION  
2017 Annual Members and 2018 Budget Ratification Meeting Minutes  
Monday, November 13 and Wednesday, November 15, 2017  
1070 Caughlin Crossing, Reno, NV 89519

**Present:**

7 homeowners  
Kim Teepe, Assistant Manager  
Lorrie Olson, Community/General Manager

**1. Call to Order:**

On Monday, November 13, 2017 the meeting was called to order by GM Olson at 1:01 p.m.

**2. Solicit and identify volunteer members/owners to open and tally the Secret Ballots:**

The following six (6) homeowners volunteered:  
Steve and Mary Fechner, Bidy Gay, Joyce Thompson, and David and Beverly Waldron.

**3. Open and tally Secret Ballots:**

The six (6) volunteers completed the opening and tabulation of the ballots.

**4. Recess:** The meeting was recessed at 3:20 p.m. It will reconvene on Wednesday, November 15, 2017 at 6:30 p.m.

**Present:**

Tony Termini, President	Lorrie Olson, Community/General Manager	Miguel Velazquez
Michele Attaway, V. P.	Kim Teepe, Assistant Manager/ACC	Martin Villa Venegas
Al Dennis, Treasurer/Sec.	Sandy Wheeler, Bookkeeper/Prov. Mgr.	Jose Guardado
Joan Mullen, Director	Gloria Presta, Administrative Assistant	Alejandro Chavez Avila
Vince Ames, Director	Randy Lisenby, L&M Superintendent	Noe Navarro Acosta
Mike Chern, Director	Shawn Oliphant, Association Attorney	Luis Martinez Guzman
	100+ Homeowners	

**5. Reconvene on Wednesday, November 22, 2017:**

President Tony Termini welcomed the very large group and called the meeting to order at 6:40 p.m.

President Termini provided a Power Point presentation based on the tale, "A Christmas Carol", "A Caughlin Carol; Caughlin Ranch Past, Present and Future". The presentation highlighted the flooding of the common areas and what the area looked like after the repairs were completed. It was thoroughly enjoyed by all.

**6. Member Comments:** There were none at this time.

**7. Introductions; Board Members;** President Termini introduced the current Board Members as follows:

Michelle Attaway, Vice President  
Al Dennis, Secretary/Treasurer  
Joan Mullen, Vince Ames and Mike Chern, Directors

**Committee Member Introductions:**

**Architectural Control Committee (ACC) Members:**

Paul Gianoli and Guy Grimsley, Co-Chairmen, Wayne Wiswell, Bob Hayes, and Kelvin Voeller. We have 3 advisors to the committee, 2 Architects; Gail Richie and Chuck Matetich and Engineer Seth Padovan.

**Finance & Budget Committee (F&B):**

Mike Heffner, Larry Morris, Carol Vogel, Joyce Thompson, and Cody Jackson.

**Events Committee:**

Michele Attaway, Chairperson, Lisa Ericson, Lisa Gorman, Joy Grimsley, Joan Mullen and staff members are Lorrie Olson and Gloria Presta and honorary members Mary and Steve Fechner.

**Caughlin Rancher:**

Michele Attaway, Chairperson, Lisa Ericson; member and Publisher, Joan Mullen and GM Olson. GM Olson shared that there is no cost to CRHA for this publication and that it is a valuable communication tool.

**Shawn Oliphant, Attorney of Record** for the Association was recognized by President Termini who thanked him for his professional assistance.

**Office Staff Introductions;**

**Lorrie Olson, General Manger:** President Termini introduced Lorrie who started at CRHA in March of 2012; GM Olson runs a well-managed office where the books are closed timely.

GM Olson expressed that it takes a village and that she has an amazing staff. She started staff introductions with Randy Lisenby.

**Randy Lisenby, General Landscape Manager:** GM Olson shared Randy is celebrating 24 years at CRHA. He obtained his Landscape Contractor's license in April of 2016 and will be working to acquire additional licensing to allow the crew to complete other tasks rather than hiring a separate contractor.

**Sandy Wheeler; Bookkeeper/Provisional Manager:** GM Olson shared that Sandy is a Provisional Manager that joined CRHA in November 2012. In addition to maintaining the books for 4 associations, she assists in the management of the Caughlin Creek sub-association.

**Kim Teepe; Assistant Manager/ACC:** GM Olson shared that Kim is the manager of record for the River Run Condominium sub-association as well as being responsible for CC&R compliance and all duties and responsibilities of the Architectural Control Committee.

**Gloria Presta; Administrative Assistant:** GM Olson shared that Gloria "keeps the wheels running and gets it done"! She joined CRHA in April 2013; she started out as the Receptionist and has moved into the role of Administrative Assistant responsible for payroll and human resources. She also serves as the Administrative Assistant to Randy.

**Landscape & Maintenance Staff Introductions; Randy Introduced his staff as follows:**

**Alejandro Chavez Avila, Planter crew:** He is responsible for all the flowers that are planted twice a year and the Holiday Lights crew. He is a perfectionist when it comes to installing the lights.

**Noe Navarro Acosta, newest member of Landscape crew:** He became a full-time employee in January of this year. He works on the irrigation systems.

**Martin Villa Venegas, 3 Parks:** Each day he is responsible for all 3 parks; checking the equipment and cleaning them. He is also responsible for emptying all the trash cans and filling the doggy stations.

**Miguel Velasquez, Irrigation Crew:** He fixes and maintains the irrigation.

**Jose Guardado:** He does different tasks every day. He has been with CRHA for 20+ years and runs all the crews including defensible space and can operate the Bobcat like no other.

**Luis Martinez Guzman, Irrigation System:** Randy advised that Luis is his number one man. He has been with CRHA for 25 years. Randy calls him any day any time and Luis knows who is doing what and when they will be done and moving to the next task.

**8. Acknowledge Final Draft of November 16, 2016 Annual Election and 2017 Budget Ratification Meeting Minutes.**

GM Olson acknowledge the final draft of the November 16, 2016 Annual Election and 2017 Budget Ratification Meeting Minutes are posted on the Caughlin Ranch website.

**9. Announce results of 2018 Operating and Reserve Budget Ratification; no assessment increase:**

GM Olson advised that there is no assessment increase and since a majority of the homeowners did not attend this meeting to reject the 2018 Budget, the 2018 Budget is now considered ratified.

**10. Announce results of 2017 Annual Election of Directors (Board Members):**

GM Olson thanked the volunteers who completed the tally of the votes. She advised there were four (4) seats up for election.

The following homeowners have been elected to the Board of Directors. They are listed in order by most votes received for each candidate:

Michele Attaway; 3-year term

Mike Chern; 3-year term

Vince Ames, 1-year term

Drew Naccarato; 1-year term

GM Olson advised that we need 197 more "Yes" votes to get the required number of votes to buy the building. She reminded anyone who has not voted to vote as soon as possible.

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**11. Member Comments:**

Dr. Bloomfield commented that he is amazed at the landscaping including the flowers, holiday lights, and the flood cleanup. He along with over 30 of his neighbors from the Cottages neighborhood took up a collection to give to the landscape crew and extended a "Thank you" for all the work they did to repair the common areas as well as their usual work to keep the area beautiful.

Jim Wallace who lives in the Traditions neighborhood commented on how the improvements to the common areas since the 2005 flooding decreased the amount of damage from this year's flood. He complemented the crew for all the work, both this year and in the past to restore and improve the common areas.

Mike Heffner expressed that the purchase of the office building, in his words, "is a no brainer". He encouraged anyone who hasn't yet voted to vote.

Guy Grimsley vaguely commented on the possible use of cameras throughout CRHA for better security. GM Olson advised that patrol service line item was increased for 2018.

**12. Adjourn:**

**Motion: Director Ames moved to adjourn the meeting at 7:21 p.m.; Vice President Attaway seconded. Motion carried unanimously.**

*Subsequently approved at the 2018 Annual Members Meeting on November 14, 2018.*

  
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**President**

  
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**Secretary**