



**Caughlin Ranch Homeowners Association  
Board of Directors General Business Meeting Agenda  
6:00 p.m. Wednesday, March 27, 2019  
1070 Caughlin Crossing, Reno, NV 89519**

***Notice: Deputy Chief Lisa Beaver of the Truckee Meadows Fire Protection District will conduct an informational meeting on fire prevention and defensible space from 5:30 to 6:00 p.m.***

- 1. 6:00 p.m. - Call to order and establish quorum**
- 2. Member Comments: This time is devoted to Association Members who have comments and/or concerns regarding items on this agenda.** Except in the case of an emergency, no action may be taken upon a matter raised under this item of the agenda until the matter has been specifically included on an agenda as an item upon which action may be taken. The Board has the authority to limit the time for individual comments. A time limit of two (2) minutes per member has been allotted. No member can give away his or her allotted time to expand another member's time. In consideration of other members who may wish to present comments and/or concerns, please avoid repetition.
- 3. Recognition of former Board Member Joan Mullen**
- 4. Accept resignation of Director and appoint replacement Director \***
- 5. Minutes:**
  - 5.1. Review & approve January 23, 2019 Board of Directors General Business Meeting Minutes \*
- 6. Finances:**
  - 6.1. Review & accept Audited Financial Reports as of December 31, 2018 \*  
*(Representatives from McClintock Accountancy will be present to review the reports)*
  - 6.2. Review & accept Unaudited Financial Reports as of January 31, 2019 \*
  - ~~6.3. Approve Bad Debt write-off amount due to foreclosures (if applicable)~~
- 7. Reports & Updates:**
  - 7.1. Review CRHA's CC&R and ACC Enforcement within Vista Pointe Sub-association
  - 7.2. Landscaping, Irrigation/Conservation & Maintenance; L&M Superintendent Lisenby
  - 7.3. Architectural Control Committee (ACC); Secretary Naccarato
  - 7.4. Finance & Budget Committee (F&B); Treasurer Ames
  - 7.5. Community Events; Vice President Attaway
  - 7.6. Pending Legal Matters & Executive Session Summary; President Dennis
  - 7.7. Community Information & News; GM Olson
- 8. New Business:**
  - 8.1. Approve revisions to Employee Handbook \*
  - 8.2. Approve revisions to Seasonal Employee Handbook \*
  - 8.3. Approve 2019 Reserve Study Financial Updates (4) \*
  - 8.4. Approve purchase of new towable wood chipper \*
  - 8.5. Consider purchasing Earthquake Insurance for 1070 Caughlin Crossing \*
  - 8.6. Approve CAI's Legislative Action Committee 2019 Contribution of \$1.00 per Door \*
  - 8.7. Approve Agreement with Engineer Seth Padovan to inspect and report on common area rock walls \*
- 9. Member Comments: This time is devoted to Association Members who have comments and/or concerns regarding any association matters.** The Board has the authority to limit the time for individual comments. A time limit of two (2) minutes per member has been allotted. No member can give away his or her allotted time to expand another member's time. In consideration of other members who may wish to present comments and/or concerns, please avoid repetition.
- 10. Announce Future Meeting Dates & Adjourn \*: (all meetings are held at the address shown above)**  
***Scheduled Strategic Planning Sessions: 3:00 p.m. on Wednesday, April 10th, April 24th and May 8th.***  
Board Agenda Workshop; 4:00 p.m., Monday, March 25th; Board of Directors Executive Session; 4:30 p.m. Wednesday, March 27th. Board Agenda Workshop; 4:00 p.m., Tuesday, May 28th; Board of Directors Executive Session 5:00 p.m., Board General Business Meeting 6:00 p.m. Wed., May 29th.

*Items identified with an asterisk "\*" are intended for Board action. NOTICE: NRS 116.31083 provides that each notice of a meeting of the executive board (aka: Board of Directors) must state the time and place of the meeting and include a copy of the agenda for the meeting or the date and location(s) where copies of the agenda may be conveniently obtained by the units' owners. General Business Meeting Agendas are posted on the Caughlin Ranch website and in the brochure box to the right of the entry door of the Association office at 1070 Caughlin Crossing, Reno, NV 89519. You may also call 775-746-1499 to obtain a copy. Agendas are available at least seven (7) calendar days before each scheduled Board Meeting. You are also notified of the rights of a unit's owner to: (a) Have a copy of the minutes or a summary of the minutes of the meeting provided to the unit's owner upon request, and, if required or by the executive board upon payment to the association of the cost of providing the copy to the unit's owners or in electronic format at no cost. (b) Speak to the association executive board, unless the executive board is meeting in executive session. (c) A copy of the audio recording of the minutes or a summary of the minutes of the meeting provided to the unit's owner. Any comments made may potentially become a permanent record of the minutes.*