

CAUGHLIN RANCH HOMEOWNERS ASSOCIATION  
Draft 2018 Annual Election and 2019 Budget Ratification Meeting Minutes  
Wednesday, November 14, 2018  
1070 Caughlin Crossing, Reno, NV 89519

Directors Present:	Others Present:	
Al Dennis, President	Lorrie Olson, Community/General Manager	Miguel Velasquez
Michele Attaway, Vice President	Kim Teepe, Assist. Manager/ACC& CC&R's	Martin Villa Venegas
Drew Naccarato, Secretary	Sandy Wheeler, Bookkeeper/Asst. Manager	Alejandro Chavez Avila
Vince Ames, Treasurer	Gloria Presta, Administrative Assistant	Luis Martinez Guzman
Joan Mullen, Director	Randy Lisenby, L&M Super.	Jose Guardado
Mike Chern, Director	Shawn Oliphant, Association Attorney	
Allen Black, Director	80+ Homeowners	

**1:00 p.m. Wednesday, November 14, 2018:**

1. Call to order; a quorum is not required. Lorrie Olson and Sandy Wheeler along with CRHA Members Clayton Brownell, Chet Mallory, Susan Oliver, Beverly Waldron, Penny Whitaker, Philip Dennis and Alice Sandiland were in attendance to assist with opening and tallying the secret ballots.
2. Secret Ballots were opened and tallied by homeowners in attendance.
3. At 2:08 p.m. the Annual Homeowners and Ballot Count Meeting was recessed; meeting to be reconvened at 6:30 p.m. on Wednesday, November 14, 2018 at the CRHA Community Conference Center at 1070 Caughlin Crossing, Reno, NV.

**6:30 p.m. Wednesday, November 14, 2018:**

1. President Al Dennis called the Annual Homeowners and 2019 Budget Ratification Meeting to order at 6:31 p.m.; a quorum is not required.
2. **Member Comments:**  
Sharon Usedom from the Caughlin Creek neighborhood commented that the east coast has nothing on Caughlin Ranch and the spectacular fall colors!
3. **Introductions & Recognition:**  
Board Members; President Dennis introduced the current Board Members as follows:  
Al Dennis, President  
Michele Attaway, Vice President  
Drew Naccarato, Secretary  
Vince Ames, Treasurer  
Mike Chern, Director  
Joan Mullen, Director  
Allen Black, Director

**Committees Member Introductions:**

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

Paul Gianoli and Guy Grimsley, Co-Chairs, John Currie, Kelvin Voeller, Landscape Consultant, John Ericson. We have two Architects as advisors: Gail Richie and Chuck Matetich. Engineer advisor: Seth Padovan, P.E. and our Board Liaison is Drew T. Naccarato, Secretary.

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

Mike Heffner and Larry Morris Co-Chairs, Joyce Thompson, Cody Jackson, Allen Black and Vince Ames.

**Events Committee:**

Michele Attaway, Chairperson, Lisa Ericson, Joy Grimsley, Joan Mullen and staff members are Lorrie Olson and Gloria Presta.

**Caughlin Rancher:**

Michele Attaway, Chairperson, Lisa Ericson; member and Publisher, Board Members Joan Mullen and Vince Ames.

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

**Office Staff Introductions:**

**Lorrie Olson, General Manger:** President Dennis shared that Lorrie has received National Awards for her management.

**Randy Lisenby, Landscape & Maintenance Superintendent:** Randy holds the State of Nevada Contractor's license for Landscaping that allows for CRHA to maintain the common areas and keep the place looking great.

**Kim Teepe; Assistant Manager/ACC:** She is the manager of record of the River Run Condominium sub-association in Caughlin Ranch, is responsible for Compliance and facilitates Architectural requests.

**Sandy Wheeler; Bookkeeper/Assistant Manager:** Sandy is CRHA's Bookkeeper as well as being a fully licensed Community Association Manager.

**Gloria Presta; Administrative Assistant:** President Dennis expressed that Gloria is not only the Administrative Assistant she is the one who runs the show. She has proved to be invaluable with facilitating our events and always willing to pitch-in and assist with any project.

**Landscape & Maintenance Staff Introductions:**

**Randy Introduced his staff as follows:**

**Noe, Irrigation Crew:** He takes care of the pumps and other irrigation items. He is a great employee. He has now been a permanent employee for 2 years.

**Miguel Velasquez, Irrigation Crew:** He fixes and maintains all the irrigation. He does a good job.

**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.

**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.

**Jose Guardado:** He is Randy's number two man; he does different tasks every day. He does numerous tasks including defensible space, rock work as well as anything else that is needed.

**Luis Martinez Guzman, Irrigation System:** Randy advised that Luis is his number one man. 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.

4. **Acknowledge Final Draft of November 15, 2017 Annual Election and 2018 Budget Ratification Meeting Minutes:**  
**Vince Ames moved to accept the final draft of the November 15, 2017 Annual Election and 2018 Budget Ratification Meeting Minutes with the correction on page 3, item 8; "Vince Ames term to be a 2-year term. Allen Black seconded. Motion carried.**
5. **Announce results of 2019 Operating and Reserve Budget Ratification:** GM Olson advised that there is no assessment increase and since a majority of the homeowners did not attend this meeting to reject the 2019 Budget, the 2019 Budget is now considered ratified.
6. **Announce results of 2018 Annual Election of Board Members:**  
GM Olson advised there were three (3) seats up for election. The new members to the Board will be Drew Naccarato, Allen Black and Charlene Oakes; each will serve a 2-year term through 11/2020.
7. **Member Comments:**  
Virginia Keenan of Alum Creek neighborhood who has lived in Caughlin Ranch for over 20 years complimented the landscape crew for always being gentlemen and saying hello and waving.  
  
Mike Heffner, Chairperson for the F&B Committee shared that the CRHA has saved approximately \$200,000 from the Water Project that utilizes the water from Steamboat Ditch.
8. **Adjourn:**  
Motion: Treasurer Ames moved to adjourn the meeting at 6:54 p.m.; Director Black seconded. Motion carried unanimously.

*Subsequently approved at the 2019 Annual Members Election and 2020 Budget Ratification meeting held on November 20, 2019.*

  
\_\_\_\_\_  
**Drew Naccarato, Secretary**