

CAUGHLIN RANCH HOMEOWNERS ASSOCIATION
Draft 2019 Annual Election and 2020 Budget Ratification Meeting Minutes
Wednesday, November 20, 2019
1070 Caughlin Crossing, Reno, NV 89519

Directors Present:

Al Dennis, President
Michele Attaway, Vice President
Drew Naccarato, Secretary
Vince Ames, Treasurer
Allen Black, Director

Directors Absent:

Mike Chern, Director
Helen Eastwood, Director

Others Present:

Lorrie Olson, Community/General Manager
Kim Teepe, Asst. Manager/ACC & CC&R's
Sandy Wheeler, Bookkeeper/Asst. Manager
Gloria Presta, Office Manager
Randy Lisenby, L&M Superintendent
Shawn Oliphant, Association Attorney
60+ Homeowners

1:00 p.m. Monday, November 18, 2019:

1. Call to order; a quorum is not required. GM Olson and Bookkeeper Wheeler along with CRHA Members Clayton Brownell, Don Myers, David and Beverly Waldron, and Steve and Mary Fechner were in attendance to assist with opening and tallying the secret ballots.
2. Secret Ballots were opened and tallied by the six (6) homeowners in attendance.
3. At 3:40 p.m., the Annual Homeowners and Ballot Count Meeting was recessed. The meeting will be reconvened at 6:30 p.m. on Wednesday, November 20, 2019 at the CRHA Community Conference Center at 1070 Caughlin Crossing, Reno, NV.

6:30 p.m. Wednesday, November 20, 2019:

1. President Al Dennis called the Annual Homeowners and 2020 Budget Ratification Meeting to order at 6:30 p.m.; a quorum is not required.
2. **Member Comments:** Mr. Bill Cobb stated how glad he is to be in this building especially since it is owned by Caughlin Ranch. He thanked the Board members for volunteering to serve and said how much he appreciates them. He asked if the stamped concrete at the entrance to the Caughlin Creek / DeerCreek neighborhood could be evaluated and repaired as needed.

A homeowner stated she was very grateful for all the hard work the landscape crew does.

President Dennis encouraged the audience to check out the Caughlin Ranch HOA website to see how useful it is.

3. **Introductions & Recognition:** Board Members; President Dennis introduced the current Board Members as follows:
He advised he has been serving as Board President
Michele Attaway, Vice President
Drew Naccarato, Secretary
Vince Ames, Treasurer
Allen Black, Director

Committees Member Introductions:

Architectural Control Committee (ACC) Members; Paul Gianoli and Guy Grimsley are Co-Chairs, John Currie, Kelvin Voeller; a Landscape Consultant, and Jon Ericson. We have two Architects who serve as advisors: Gail Richie and Chuck Matetich. Our engineering advisor is Seth Padovan, P.E. and our Board Liaison is Drew Naccarato, Board Secretary. Staff members are GM Olson and Asst. Manager Teepe along with Bookkeeper Wheeler as needed.

Finance & Budget Committee (F&B); Mike Heffner and Larry Morris are Co-Chairs, Joyce Thompson, Cody Jackson, Allen Black and Vince Ames.

Events Committee; Vice President Attaway, Chairperson, Lisa Ericson and staff members GM Olson and Office Manager Presta.

Caughlin Rancher; Vice President Attaway, Chairperson, Lisa Ericson; member and Editor/Publisher, Board Members Vince Ames and Al Dennis, and GM Olson.

New Committee - Branding / Signage Ad Hoc Committee; Vice President Attaway, Board Liaison, Gregg Stokes, Chairperson, Signa Hird, Linda Shields, and Joyce Thompson.

Strategic Plan – 2020 thru 2024: Secretary Naccarato and Director Black worked together with Board and Committee Members to develop and create a living document for Caughlin Ranch. The 5-year plan is designed to allow for changes to be readily updated within the document. This will allow future Board Members to have an idea of what Caughlin Ranch is striving for now and in the future.

Office Staff Introductions: Lorrie Olson, General Manger; President Dennis shared that Lorrie has received National Awards for her management as well as has numerous CAI designations.

Randy Lisenby, Landscape & Maintenance Superintendent; President Dennis shared Randy holds the State of Nevada Contractor's license for Landscaping which allows CRHA to maintain the common areas and keep the place looking great.

Kim Teepe, Assistant Manager/ACC; President Dennis shared Kim is responsible for facilitating Architectural requests and CC&R Compliance.

Sandy Wheeler, Bookkeeper/Assistant Manager; President Dennis shared Sandy is CRHA's Bookkeeper and is the Manager of record for the Caughlin Creek Sub-association.

Gloria Presta, Office Manager; President Dennis shared Gloria has moved into the role of Office Manager and is responsible for Payroll and Human Resources. She also serves as the Administrative Assistant to GM Olson and Superintendent Lisenby.

4. Approve Final Draft of November 14, 2018 Annual Election and 2019 Budget Ratification Meeting Minutes:

MOTION: Treasurer Ames moved to approve the final draft of the November 14, 2018 Annual Election and 2019 Budget Ratification Meeting Minutes with the correction to Director Attaway's first name which was misspelled on page 1 item 3; Vice President Attaway seconded. Motion carried.

5. Announce results of 2020 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 2020 Budget, the 2020 Budget is therefore considered ratified.

6. Announce results of 2019 Annual Election of Board Members: GM Olson advised there were three (3) seats up for election. Al Dennis has been re-elected and new members to the Board will be Michael Ginsburg and Margaret Getz; each will serve a 2-year term through 11/2021.

7. Member Comments:

Mike Heffner stated that President Al Dennis needs to blow his own horn. He continued that CHRA had 9 straight years of no assessment increase that was greatly facilitated by the Water Project and common area xeriscape projects which have saved thousands of dollars by reducing irrigation costs.

Gwen Clancy shared that she was on the Board of Directors and it helped her to appreciate the Ranch and the beauty of the common areas including the trails and the green belts and the wildflowers. She encourages all members to join the Board or a Committee and to get involved.

President Dennis agreed that more owners should get involved with the Association by joining a committee or running for a seat on the Board.

Director Black also encouraged homeowners to test the waters by joining a committee, they can get involved without having to make a large commitment.

8. Adjourn:

MOTION: Director Black moved to adjourn the meeting at 6:55 p.m.; Treasurer Ames seconded. Motion carried unanimously.

Subsequently approved at the 2020 Annual Members Election and 2021 Budget Ratification meeting held on November 18, 2020.



Drew Naccarato, Secretary