



**Caughlin Ranch Homeowners Association
Board of Directors General Business Meeting Agenda
6:00 p.m. Wednesday, September 29, 2021
In person and virtual via GoToMeeting**

- 1. 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. Minutes:**
 - 3.1 Review & approve July 28, 2021, Board of Directors General Business Meeting Minutes *
- 4. Finances:**
 - 4.1 Review & accept June 30 and July 31, 2021 (unaudited) Financial Reports *
 - 4.2 Review & approve Bad Debt write-offs *
- 5. Reports & Updates:**
 - 5.1 Finance & Budget Committee (F&B); **Treasurer Bremer**
 - 5.2 Landscaping and Maintenance; **L&M Superintendent Lisenby**
 - 5.3 Architectural Control Committee (ACC); **Secretary Naccarato**
 - 5.4 Community Events; **Vice President Attaway**
 - 5.5 2021 Strategic Plan; **Secretary Naccarato**
 - 5.6 Pending Legal Matters & Executive Session Summary; **Attorney Oliphant**
 - 5.7 Community Information; **Interim GM Wheeler**
 - 5.8 Status of Whispering Canyon's common area turn-over to CRHA; **Interim GM Wheeler**
- 6. Old Business:**
 - 6.1 Ratify cost to replace loops for Exit gate at Caughlin Creek gate 1 *
 - 6.2 Ratify Tree Master cost for removal of cottonwood trees and to prune multiple common area trees *
 - 6.3 Ratify APS Group Inc quote to replace concrete walkway leading to conference exterior door *
 - 6.4 Ratify cost for new computer station for Landscape Superintendent Lisenby *
- 7. New Business:**
 - 7.1 Approve Eaglesnest HOA Landscape Contract Services agreement 1-1-2022 through 12-31-2022 *
 - 7.2 Approve Caughlin Creek HOA Management Services agreement 1-1-2022 through 12-31-2022 *
 - 7.3 Approve Caughlin Creek HOA Landscape Contract Services agreement 1-1-2022 through 12-31-2022 *
 - 7.4 Approve Landscape (General) and Management (Professional) Services Liability Insurance renewals *
 - 7.5 Approve Crime, and Cyber Liability, Commercial Insurance Package, Umbrella, and Directors and Officers / Employment Practices Insurance renewals *
 - 7.6 Approve Employee Insurance Policies eff. 12/01/21*
 - 7.7 Approve Proposed 2022 Meeting and Other Important Dates *
 - 7.8 Approve Proposed 2022 Community Events / Dates *
 - 7.9 Approve 2022 ACC meeting schedule *
 - 7.10 Approve 2-Year Rancher Agreement with CPM Services *
 - 7.11 Approve 2-Year Accounting/Consulting Agreement with Tim Cleary and Associates, LLC *
 - 7.12 Approve McClintock Accountancy Corp. 2021 Audit and Tax Return agreement *

- 7.13 Approve Preventative Maintenance Agreement for Caughlin Creek Gate I and II and Mountainshyre *
- 7.14 Approve 2022 Budget *
- 7.15 Review and Approve New General Manager Contract *

8. Member Comments: This time is devoted to Association Members who have comments and/or concerns regarding any association matters. 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.

9. Announce Future Meeting Dates & Adjourn *:

- Nov 4th - Candidate Forum; Meet the Candidates 5:00 p.m. (if necessary)
- Nov 15th - Annual Ballot Deadline 11:00 a.m. (if necessary)
Call 2021 Annual Meeting to Order at 12:00 noon to open and tally Secret Ballots (if necessary); Recess 2021 Annual Meeting once completed
Board Agenda Workshop 4:00 p.m.
- Nov 17th - Executive Session 4:30 p.m.
Re-convene/Convene 2021 Annual Members Election and 2022 Budget Ratification Meeting 6:30 p.m.
- Board General Business & Organizational Meeting will immediately follow the 2021 Annual Members Election and 2022 Budget Ratification Meeting

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.

The following details are for joining the meeting virtually via GoToMeeting:

- **Workshop - Review of September 29th Board Meeting Agenda on Monday, September 27, 2021, beginning at 4:00 PM to 5:00 PM (Estimated time)**

Please join the Workshop from your computer, tablet, or smartphone:

<https://global.gotomeeting.com/join/235350861>

You can also dial in using your phone.

United States: +1 (646) 749-3122

Access Code: 235-350-861

- **Board of Directors General Business Meeting**
Wednesday, September 29, 2021, 6:00 PM to 7:00 PM (Estimated time)

Please join the meeting from your computer, tablet, or smartphone.

<https://global.gotomeeting.com/join/275405157>

You can also dial in using your phone.

United States: +1 (571) 317-3122

Access Code: 275-405-157