

CAUGHLIN RANCH HOMEOWNERS ASSOCIATION
Draft 2021 Annual Election and 2022 Budget Ratification Meeting Minutes
Wednesday, November 17, 2021
1070 Caughlin Crossing, Reno, NV 89519

Board Members in attendance via teleconference and/or telephone:

Al Dennis, President	Michele Attaway, Vice President
Drew Naccarato, Secretary	Steve Bremer, Treasurer
Michael Ginsburg, Director	Margaret Getz, Director

Others in attendance via teleconference and/or telephone:

Sandy Wheeler, Interim General Manager
Randy Lisenby, L&M Landscape Superintendent
Kim Teepe, Kim Teepe, Assistant Manager/CAM
Shawn Oliphant, Association Attorney
11 Homeowners

12:00 p.m. Monday, November 15, 2021:

- 1. & 2.** Call to order; a quorum is not required. Interim General Manager Wheeler and Manager Teepe along CRHA Members Vince and Diane Ames, Lisa Ericson, Joyce Thompson, and Jeanne Naccarato were in attendance to assist with opening and tallying the secret ballots.
- 3.** Secret Ballots were opened and tallied by the five (5) homeowners in attendance.
- 4.** At 2:47 p.m., the Annual Homeowners and Ballot Count Meeting was recessed. The meeting will be reconvened at 6:30 p.m. on Wednesday, November 17, 2021 at the CRHA Community Conference Center at 1070 Caughlin Crossing, Reno, NV.

6:30 p.m. Wednesday, November 17, 2021:

- 5.** President Al Dennis called the 2021 Annual Members Election and 2022 Budget Ratification Meeting to order at 6:30 p.m.; a quorum is not required.
- 6. Member Comments: There where none.**
- 7. Introductions & Recognition:** Board Members; President Dennis introduced the current Board of Directors.
He advised that he has been serving as Board President.
 - Michele Attaway, Vice President
 - Drew Naccarato, Secretary
 - Steve Bremer, Treasurer
 - Margaret Getz, Director
 - Mike Ginsburg, Director

Committees Member Introductions:

Architectural Control Committee (ACC) Members

- Guy Grimsley – Co-Chairperson
- Paul Gianoli – Co-Chairperson
- Jon Ericson
- Bill Houston
- Randy Lisenby – CRHA Landscape Superintendent

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- Professional advisors:
 - Gail Richie – Architect
 - Chuck Matetich - Architect
 - Seth Padovan – Engineer
 - Dale Carlon - Arborist
- Board Liaison
 - Drew Naccarato, Board Secretary

Finance & Budget Committee (F&B)

- Mike Heffner - Chairperson
- Vince Ames
- Allen Black
- Joyce Thompson
- Phil Schweber

Events Committee

- Vice President Attaway, Chairperson
- Lisa Ericson
- Mike Ginsburg

Office Staff Introductions:

Lisa Nunley, New General Manager

President Dennis introduced CRHA's new General Manager to Caughlin Ranch with nearly 30 years of property and management-related experience; the last 15 as a Nevada Certified Community Association Manager. During those 15 years, she has managed 20-plus associations in the Northern Nevada area. She is a Supervising CAM and holds 3 designations: CMCA, AMS and the highest designation available to Community Managers – a PCAM.

She is a long-time resident of the Reno/Sparks area, and currently lives in Spanish Springs with her husband, Delbert.

Please welcome our new GM, Lisa Nunley.

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. Has been with CRHA for 28+ years.

Sandy Wheeler, Assistant Manager/Licensed Community Association Manager; Sandy has been with CRHA for 9 years.

Kim Teepe, ACC/CC&R Compliance/ Licensed Community Association Manager; Kim is the Manager of record for the Caughlin Creek Sub-Association.

Gloria Presta, Administrative Assistant; Gloria returned to CRHA and works part-time.

Landscape & Maintenance Staff

- Jose Guardado: He is Randy's number one man. He assists Randy with the management of the crew and projects.
- Noe Acosta, Irrigation Crew: He takes care of the pumps and other irrigation items. He is a great employee.
- 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.
- Miguel Velasquez, Irrigation Crew: He fixes and maintains all the irrigation. He does a good job.
- Marco Martinez: Was promoted to fulltime employment status last year.
- CRHA also employee 17-18 Seasonal staff members.

8. Accept Final Draft of November 16, 2020 and December 2, 2020 Annual Members Election and 2021 Budget Ratification Meeting Minutes:

MOTION: Vice President Attaway moved to approve the final draft of the November 16, 2020 and December 2, 2020 Annual Members Election and 2021 Budget Ratification Meeting Minutes as presented; Secretary Naccarato seconded. Motion carried.

9. Announce results of 2022 Operating and Reserve Budget Ratification:

Interim GM Wheeler advised that there is no assessment increase and since a majority of the homeowners did not attend this meeting to reject the 2022 Budget, the 2022 Budget is therefore considered ratified.

10. Announce results of 2021 Annual Election of Board Members:

Interim GM Wheeler advised that there were four (4) seats up for election, three (3) 2-year terms and one 1-year term. Al Dennis, Mike Ginsburg, Margaret Getz have been re-elected and a new member to the Board is Allen Black; Margaret Getz received the fewest number of votes and will be seated for the 1-year term and the other three will be seated for 2-year terms.

11. Member Comments: There were none.

12. Adjourn:

A Board of Directors Organizational Meeting will immediately follow.

MOTION: Director Ginsburg moved to adjourn the meeting at 6:43 p.m.; Director Black seconded. Motion carried unanimously.



Drew Naccarato, Secretary