

Board of Directors General Business Meeting Agenda

Wednesday, September 27, 2023 @ 6:00p.m.

Will be conducted virtually via GoToMeeting and In-person at the CRHA Offices

***** Log-in Information is on Page 3 of the Agenda *****

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 26, 2023 Board of Directors General Business Meeting Minutes *
4. **Finances:**
 - 4.1 Review & accept (un-audited) Financial Reports dated June 30, 2023 and July 31, 2023*
 - 4.2 Review & approve Bad Debt write-offs *
5. **Reports & Updates:**
 - 5.1 Finance & Budget Committee (F&B); **Treasurer Bremer**
 - 5.2 Landscaping & Maintenance Dept.; **L&M Superintendent Lisenby**
 - 5.3 Architectural Control Committee (ACC); **Secretary Naccarato**
 - 5.4 Community Events; **Vice President Attaway**
 - 5.5 Branding / Signage Ad Hoc Committee; **Vice President Attaway**
 - 5.6 Strategic Plan Update; **Drew Naccarato**
 - 5.7 Executive Session Summary and Pending Legal Action against the Association; **Attorney Oliphant**
 - 5.8 Community Information & Possible Future Agenda Item(s); **GM Nunley**
6. **Old Business:**
 - 6.1 Review & Possibly Approve Easement Agreement for common area adjacent to Lot JT-449 *
 - 6.2 Review & Possibly Approve Easement and other Documents to Permit Construction of Sierra Front Trail Construction on Caughlin Ranch HOA Property and/or Progress Report*
 - 6.3 Update on Status of Bridge/Creek Crossing on Alum Creek
 - 6.4 Review and Consider Request from Eaglesnest HOA to Install Locked Gate at Pedestrian Path *
 - 6.5 Discuss & Consider Revision to Rules & Regulations: Flags/Signs/Yard Art
 - 6.6 Caughlin Creek Units 1-3 Roadway Rehab Project – Status
 - 6.7 Victory Sheep – Grazing Project – Ratify Agreements Approved by Unanimous Consent
- Provide Update on Projects
 - 6.8 Ratify Final Reserve Study Update Reports from Browning Reserve Group for 2024 Fiscal Year
7. **New Business:**
 - 7.1 Review & Approve Agreement with UAR (United Assessment Recovery) for Collection Services *
 - 7.2 Review & Approve Eaglesnest HOA Landscape/Snow Removal Services Agreement 01.01.2024 through 12.31.2024 *
 - 7.3 Review & Approve Caughlin Creek HOA Landscape Services Agreement 01.01.2024 through 12.31.2024*

- 7.4 Review & Approve Promontory Pointe Landscape/Snow Removal Services Agreement 01.01.2024 through 12.31.2024 *
- 7.5 Review & Approve Caughlin Crossing Commercial Center Landscape/Snow Removal Services Agreement January 1, 2024 through December 31, 2024 *
- 7.6 Review & Approve Landscape (General) and Management (Professional) Services Liability Insurance Renewals Effective 10.01.2023 *
- 7.7 Review & Approve Crime, Cyber Liability, Commercial Insurance Package, Umbrella, and Directors & Officers/Employment Practices Insurance Renewals Effective 10.01.2023 *
- 7.8 Review & Approve Revision to ACS&G's (to update various items) *
- 7.9 Review & Approve Revision to Rules & Regulations (to update various items) *
- 7.10 Review & Approve Proposed 2024 Board Meetings and Other Important Dates Calendar *
- 7.11 Review & Approve Proposed 2024 Community Events Calendar *
- 7.12 Review & Approve Proposed 2024 Architectural Control Committee Schedule *
- 7.13 Review & Approve CPM Agreement for Caughlin Rancher Publication *
- 7.14 Review & Approve Agreement with McClintock Accountancy for 2023 Annual Audit and Tax Prep *
- 7.15 Review & Approve Agreement with Erlach Computer Consulting eff. 10.01.2023 *
- 7.16 Review & Approve Agreement with Tim Cleary & Associates eff 01.01.2024 – 12.31.2025 *
- 7.17 Review & Approve Mailbox/Post & Standard Fence Colors for Alum Creek Patio Homes HOA *
- 7.18 Ratify purchase of two computer stations (1=ACC; 1=GM) *
- 7.19 Review & Approve 2024 Annual Operating and Reserve Budgets *

8. 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.

9. Announce Future Meeting Dates & Adjourn or Recess *:

- Thursday, Nov 2nd - Candidate Forum; Meet the Candidates 5:00 p.m. (if necessary)
- Monday, Nov 13th - Annual Ballot Deadline 11:00 a.m. (if necessary)
Call 2023 Annual Meeting to Order at 12:00p.m.; Open/tally Secret Ballots (if necessary). Recess meeting once ballots are counted.
- Board General Business Meeting 4:00 p.m.
- Executive Session 5:30 p.m. (or immediately following General Meeting)
- Wednesday, Nov 15th - Re-convene 2023 Annual Members Election & 2024 Budget Ratification Meeting at 6:30 p.m.
- Organizational Meeting will immediately follow the 2023 Annual Members Election/2024 Budget Ratification Meeting
- Friday, Dec 15th - Board Orientation / Training 9:00 a.m. - TENTATIVE

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Log in information on next page.

Workshop - Review of September 27, 2023 Board Meeting Agenda to be held on Monday, September 25, 2023, beginning at 4:00 PM

If joining remotely, 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 27, 2023, 6:00 PM

If joining remotely, please join the meeting from your computer, tablet, or smartphone.

<https://meet.goto.com/275405157>

You can also dial in using your phone.

United States: +1 (571) 317-3122

Access Code: 275-405-157

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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. The Agenda may be revised up to 72 hours prior to the date of the meeting and at Board discretion.*

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. 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.