

**Board of Directors General Business Meeting Agenda**

**Wednesday, September 25, 2024 @ 6:00p.m.**

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

**\*\*\* Log-in Information is on Page 2 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 24, 2024, Board of Directors General Business Meeting Minutes \*
- 4. Finances:**
  - 4.1 Review & accept (un-audited) Financial Reports dated June 30, 2024, and July 31, 2024\*
  - 4.4 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; **Director Attaway**
  - 5.5 Branding / Signage Ad Hoc Committee; **Director Attaway**
  - 5.6 Strategic Plan Update and Confirm Next Meeting Date; **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. Unfinished Business:**
  - 6.1 Review & Possibly Approve Easement and other Documents to Permit Construction of Sierra Front Trail Construction on Caughlin Ranch HOA Property and/or Progress Report\*
  - 6.2 Review and Consider Request from Eaglesnest HOA to Install Locked Gate at Pedestrian Path \*
  - 6.3 Discuss & Consider Revision to Rules & Regulations: Flags/Signs/Yard Art, etc \*
  - 6.4 Review & Possibly Approve Revision to ACS&G's (to update various items) \*
  - 6.5 Update on Status of Disengaging from Caughlin Crossing Commercial Center\*
  - 6.6 Review & Possibly Approve Irrigation Reimbursement Agreement for Vista Pointe HOA\*
  - 6.7 Review & Possible Approve Installation of additional "Leash your Pets" & "No Motorized Vehicles" Signs\*
  - 6.8 Review & Possibly Appoint New Members to the Finance & Budget Committee \*
- 7. New Business:**
  - 7.1 Review & Approve Eaglesnest HOA Landscape/Snow Removal Services Agreement 01.01.2025 through 12.31.2025\*
  - 7.2 Review & Approve Caughlin Creek HOA Landscape Services Agreement 01.01.2025 through 12.31.2025\*
  - 7.3 Review & Approve Promontory Pointe HOA Landscape/Snow Removal Services Agreement 01.01.2025 through 12.31.2025\*

- 7.4 Review & Approve Discontinuing Offer of Landscape/Snow Removal Services to Caughlin Crossing Commercial Center effective 01.01.2025\*
- 7.5 Review & Approve Preventative Maintenance Agreement with Sierra Gate & Control for Caughlin Creek Gates 1&2 and Mountainshyre Gates Effective 01.01.2025 – 12.31.2026 (24 months)
- 7.6 Review & Approve Preventative Maintenance Agreement with Sierra Gate & Control for Whispering Canyon Gates Effective 01.01.2025 – 12.31.2026 (24 months)
- 7.7 Review & Approve Annual Landscape (General) and Management (Professional) Services Liability Insurance Renewals Effective 10.01.2024\*
- 7.8 Review & Approve Annual Crime, Cyber Liability, Commercial Insurance Package, Umbrella, and Directors & Officers/Employment Practices Insurance Renewals Effective 10.01.2024\*
- 7.9 Review & Approve Proposed 2025 Board Meetings and Other Important Dates Calendar\*
- 7.10 Review & Approve Proposed 2024 Community Events Calendar\*
- 7.11 Review & Approve Proposed 2024 Architectural Control Committee Meeting Schedule\*
- 7.12 Review & Approve Agreement with McClintock Accountancy for 2024 Annual Audit and Tax Prep\*
- 7.13 Review & Approve 2025 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 \*:**

- **Thursday, Nov. 7<sup>th</sup>** - Candidate Forum; Meet the Candidates, 5:00 p.m. (if necessary)
- **Monday, Nov. 18<sup>th</sup>** - Annual Ballot Deadline, 11:00 a.m. (if necessary)  
Call 2024 Annual Meeting to Order at 12:00 p.m.; Open/tally Secret Ballots (if necessary). Recess meeting once ballots are counted.  
- Board Executive Session 4:00 p.m.  
- General Business Meeting 5:30 p.m.
- **Wednesday, Nov. 20<sup>th</sup>** - Re-convene 2024 Annual Members Election & 2025 Budget Ratification Meeting at 6:30 p.m.  
- Organizational Meeting will immediately follow the 2024 Annual Members Election/2025 Budget Ratification Meeting
- **Friday, Dec. 13<sup>th</sup>** - Board Orientation/Training 9:00 a.m. - TENTATIVE

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**Log-in Information on next page.**

**Workshop - Review of September 25, 2024, Board Meeting Agenda to be held on Monday, September 23, 2024, 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 25, 2024, 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.*