

Meadowood Manor Condominium HOA
Board of Directors Meeting Minutes
February 20, 2024

Board Present

Tamara Valentine – President (absent)
James George – Vice President
Felix Palma – Treasurer (absent)
Dr. Stephen Diamond – Secretary
Carl Friedman – Member
Laura Gonzalez – Member (absent)
Todd Vargo – Member

Management

Terri Kenyon – Supr. CAM

Membership

On file

Call to Order

The Board of Director's meeting was called to order at 6:05 pm by Community Manager, Terri Kenyon. The meeting was held in the Clubhouse at Meadowood Manor Condominium HOA, 1525 Delucchi Lane Reno, Nevada. With six of seven Board members in attendance a quorum was established. Carl Friedman announced that he was recording the meeting.

Membership Open Forum – None.

Approval of Minutes – *Carl Friedman made a motion to approve the September 12, 2023, Board meeting minutes as written. James George seconded the motion which was carried unanimously.*

Financial Reports – *Carl Friedman made a motion to approve the financial reports through September 2023 pending the yearend audit. James George seconded the motion which was carried unanimously.*

Review of Bank Statements – The Board received copies of the bank statements for their review.

Update of Action Taken Outside of a Board Meeting

Michael's Plumbing – leak repair – Michael's Plumbing was retained to fix a leak near the clubhouse which also required that a tree be removed.

Leak between units – A vacant unit was leaking into the unit below. The owners of the upstairs unit have not provided management with a phone number. An email was sent to these owners at an email address that may or may not be valid and also a letter was sent via US Mail to the address on file. There was no response. The water to this unit was shut off. A locksmith will be called to gain entrance to the unit to determine what is leaking.

Old Business –

Snow Removal Contract – *James George made a motion to ratify the Barrera Landscaping snow removal contract in the amount of \$3100.00 Dr. Stephen Diamond seconded the motion which was carried unanimously.*

Waste Management – After discussion, the Board decided to monitor the situation and to ask Barrera Landscaping to watch also as well as transfer trash as needed.

Updated Rules & Regulations – After discussion, *Todd Vargo made a motion to adopt the rules as amended with the caveat that the website address needs to be added. Carl Friedman seconded the motion which was carried unanimously.*
Pet Policy Adoption - *Dr. Stephen Diamond made a motion to adopt the Pet Policy Resolution; Carl Friedman seconded the motion which was carried unanimously.*

New Business

Water damage caused by water heater leak - litigation – The Board reviewed the correspondence and the small claims lawsuit. The lawsuit has been forwarded to the Association's attorney who is in the process of getting the lawsuit dismissed as per NRS 116 homeowners are required to process such claims through the State of Nevada – Real Estate Division – Ombudsman by filing an Alternative Dispute Resolution (ADR).

Update in Bank Signers – *Dr. Stephen Diamond made a motion to have Dr. Stephen Diamond, Carl Friedman, James George and Todd Vargo as the bank signers. The motion was seconded by Carl Friedman and was carried unanimously.*

Correspondence – None.

Management Report –

Executive Session Report – None.

Other – None.

Next Board Meeting –

Board Announcements and Comments – None.

Items to be placed on the next agenda – None at this time.

Tentative Next meeting Date – October 10, 2023 – limited agenda of budget adoption only

Membership Open Forum –

None.

Adjournment

Dr. Stephen Diamond made a motion to adjourn the meeting at 7:31pm; Carl Friedman seconded, and the motion was carried unanimously.

Respectfully Submitted,

Terri Kenyon, Recording Secretary

Dr. Stephen Diamond, Board Secretary