

**Carriage Square Homeowners Association  
Regular Board Meeting**

**March 10, 2020**

**Minutes**

The meeting was held at 1836 Clydesdale Drive. It was called to order by President Michele Stokes at 6:06 p.m.

Board members in attendance were: Michele Stokes, Christine Brandon, Bonnie Borda Hoffecker, Christy McGrew, Jack Sosebee, and Dee Ramsey. Board member Geigy Stringer attended telephonically.

Members Mary Ellen Komac and Christopher Martinovich were also in attendance.

**Approval of Minutes**

It was moved by the President with no objection that the minutes for the January 14, 2020 board meeting be approved.

**Report of Secretary**

Secretary Stringer said that there were no new property transfers to report.

She reported that she filed the Annual List of Officers with the Secretary of State online on March 9, 2020.

**Report of Treasurer**

The Treasurer reported the current bank balance as of March 10, 2020 was \$6,744.94. Since the last board meeting, she reported the following activity:

She reported no deposits.

She reported disbursements as follows:

01-21-2020 Ck#1038 to Michele Stokes for Garage Sale (Replacement for Check #1034, which is accounted for in the balance reported above)	\$ 54.86
03-09-2020 Debit Card to Secretary of State filing of Annual List of Officers and Directors	150.00
TOTAL [New] DISBURSEMENTS:	<hr/> <u>\$ 150.00</u>

## Report of Committees

### Little Library Committee

Director Ramsey had emailed a copy of the draft Maintenance Agreement (see Attachment A) that she received from the Carson City Parks and Recreation Department in advance of this meeting to everyone in attendance. Discussion ensued, covering the following points:

The Agreement requires the City to be added as an additional insured on the CSHOA insurance policy. However, Treasurer Borda Hoffecker stated coverage consists of Officers Errors and Omissions only. She said she would inquire with State Farm about adding liability pursuant to the Agreement. There was general agreement that procuring additional insurance in order to comply with the Agreement would be onerous for CSHOA.

Director Ramsey pointed out the past president, Mark de la Torre, appears incorrectly as a signatory. Secretary Stringer explained that she had filed the Annual List of Officers and Directors for 2019 and 2020 online just the day prior to the meeting, hence at the time of the City's drafting, the corporations records were outdated.

VP Brandon said she would like to speak to the City Attorney before Director Borda Hoffecker made the inquiry to the insurance agent. Ms. Brandon would seek validation that insurance is required for this project. There was no objection to Ms. Brandon speaking with the City Attorney on the board's behalf, and she was added to the committee.

Committee head Ramsey said that "Little Library" is trademarked. Secretary Stringer asked whether it would help or hinder to go under the "Little Library" brand for this project, so far as having the resources to implement it. Ms. Ramsey said the cost to subscribe to the trademark would be \$50 annually.

Member Komac suggested that the board look into subscribing. Other board actions required by the Agreement are: bonding, obtaining insurance or an insurance rider, discussion with the City Attorney, and Ms. Borda Hoffecker inquiring of her friend who has put up a little library what the pros and cons are of subscribing to the "Little Library" trademark.

Member Martinovich inquired and obtained consensus that he should proceed to build the book box and post. Materials and sources were discussed and volunteered. Treasurer Borda Hoffecker advised him to submit receipts.

Member Komac asked whether, if the HOA's insurance premiums should go up as a result of the additional insurance required, would the membership have to be informed? There was consensus that there would be full disclosure to the community of this improvement. Secretary Stringer said the board would have to vote on incurring the extra insurance expense. She said costs, if significant, could be absorbed by raising membership fees or by getting community sponsorships.

There was discussion of CSHOA leading a trend within Carson City of little libraries. Director Ramsey will accompany VP Brandon to pitch a citywide idea to the City Mayor and/or the Governor.

Alternate names for the book box that do not refer to “little library” were discussed.

### Clean-Up Day

President Stokes requested and received confirmation that this project should proceed. Treasurer Borda Hoffecker said she would send a postcard mailing to membership to publicize the April 18 (the Saturday after Easter) event. Wording for the postcard was discussed. Member Sosebee volunteered a truck in addition to President Stokes’.

### Yard Sale

Treasurer Borda Hoffecker was leading this event slated for June 13 (the Saturday after the high school graduation). She said she had spoken to someone about picking up participating households’ unsold garage sale items. Several non-profit organizations who may do so were named.

President Stokes said that as before, she will prepare maps, signage, and provide balloons; Director Ramsey volunteered to help.

### **Unfinished Business**

There was no unfinished business to discuss.

### **New Business**

Treasurer Borda Hoffecker reported on her efforts to pay the current insurance invoice; she discovered that the local State Farm office does not accept payments. Member Komac suggested setting up a automatic ACH payment with the local office instead. All agreed on that action.

Member Sosebee complained about the trees in Carriage Square Park leaning against homeowners’ fences and causing damage. Secretary Stringer volunteered to write a letter to the City Arborist, but it was agreed the matter would be tabled until after the little library project is completed.

Member Komac made the compliment that she was having fun participating with the present board. Member Sosebee agreed.

### **Adjournment**

The board will next meet on May 12, 2020 at 6:00 p.m. at 1707 Chaise Court.

It was moved without objection that the meeting adjourn at 7:31 p.m.

Respectfully submitted,

/s/

Geigy Stringer, Secretary