

**Carriage Square Homeowners Association
Regular Board Meeting**

November 10, 2020

Minutes

The meeting was held at 1117 Chaparral Drive, Carson City. It was called to order by President Michele Stokes at 6:00 p.m.

Board members in attendance were: Michele Stokes, Christine Brandon, Tish Allen, Geigy Stringer, and Christopher Martinovich.

Approval of Minutes

It was moved by President Michele Stokes and seconded by Vice President Christine Brandon that the minutes for the September 15, 2020 board meeting be approved.

Report of Secretary

Secretary Stringer said she compared a November 10 download of the Assessor's Parcel Report with that from July 2020 and there were no changes.

Stokes said she had observed new owners moving into 1101 Stagecoach. Stringer said there may have been a delay in the updating of the Assessor's rolls with information from the Recorder's Office.

Report of Treasurer

Treasurer Allen said she retrieved mail from the post office box. The USPS had returned past-Treasurer Bonnie Borda Hoffecker's remittance for the box rental and requested a reissue for an increased rental amount. Treasurer Allen said there were some checks in the mail.

Treasurer Allen and President Stokes said they would go to Greater Nevada CU to add the former to the signature card.

Treasurer Allen read the report of past-Treasurer Bonnie Borda Hoffecker, as follows:

INCOME

09-16-2020 HOA Dues (50 homeowners paid)	\$ 1425.00
09-18-2020 HOA Dues (1 homeowner paid)	25.00
10-07-2020 HOA Dues (6 homeowners paid)	200.00
TOTAL INCOME:	<u>\$ 1650.00</u>

DISBURSEMENTS

09-17-2020 Check # 1041 to Geigy Stringer for elections and dues supplies, copying and mailing	\$ 343.40
09-17-2020 Check # 1042 to USPS for post office box rental	122.00
TOTAL DISBURSEMENTS:	<u>\$ 465.40</u>

Allen reported the balance in the account as of November 10, 2020, per Borda Hoffecker, to be \$5660.35.

Allen said check # 1042 is in her possession. She will issue the USPS a check for \$134.00, the new (increased) rental fee.

Allen relayed Borda Hoffecker's report that State Farm insurance is paid through December 31, 2020. A brief discussion followed, clarifying that the premium paid is for errors and omissions insurance for the board of directors.

Vice President Brandon requested that Treasurer Allen email the board a copy of the policy and declaration form so that the new board members can rest knowing what coverage protects them.

Report of Committees

Little Library Committee

Director Christopher Martinovich said the box is at his house and ready to go.

VP Brandon said she has not been able to meet with Jennifer Budge, Director of Parks and Recreation. Secretary Stringer commented that Ms. Brandon and Director Ramsey are still in need of the insurance policy declaration that was requested by the Parks and Recreation department as part of their contract drafting process. Stringer suggested Director Brandon wait until she is in possession of the policy declaration. Presented with a copy, Ms. Budge will be able to prescribe any additional (minimum) coverage and insurance limits the City may require of its contracting parties. Director Brandon said she would get quotes for the insurance prescribed by the City from Marilyn Lewis's State Farm office.

Welcome Committee

President Stokes asked who headed this. Stringer said she and Borda Hoffecker collaborated. Stringer would produce a packet comprising of a welcome letter, the CC&Rs and By-Laws, and Borda Hoffecker would bake cookies to deliver along with the packet. Stokes said she would step in to bake cookies and she will signal Stringer when she is ready to deliver them to the newest members on Stagecoach.

Caroling

Committee head Stokes said this will occur the Sunday before Christmas (December 20, 2020) and announced by a postcard or newsletter mailed the beginning of December.

Unfinished Business

There was no unfinished business to discuss.

New Business

CC&R Violations

There was discussion of violations that were the subject of email correspondence exchanged among the board members since the September 2020 meeting. President Stokes and Director Martinovich recounted the result of an October 4, 2020 member visit, which she had previously reported to the board by email.

To address the issue, the options of writing directed Notice of Violation letters (as has been the practice of previous boards) versus sending reminders to general membership via a newsletter were weighed and discussed.

It was resolved that Director Martinovich would write the newsletter notification to the general membership. Secretary Stringer will obtain the board's attorney's opinion on (a) whether and (b) how the board may recover monetary damages it incurs while fulfilling its duty to enforce the CC&Rs. The attorney's legal opinion will be included in Martinovich's newsletter.

It was moved without objection that the meeting be adjourned at 6:50 p.m.

Respectfully submitted,

/s/

Geigy Stringer, Secretary