

Date: 02/13/2025

**CASTLE ROCK HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING****DATE & TIME: TUESDAY, FEBRUARY 25, 2025, AT 6:00 PM****LOCATION: RENO FIRE DEPARTMENT – STATION 11  
7105 MAE ANNE AVE., RENO, NV 89523****NOTICE & AGENDA****Please note that the Board may take action on any of the following items:**

- 1. CALL TO ORDER, BOARD INTRODUCTIONS, ROLL CALL, AND DETERMINATION OF QUORUM** - Per NRS116, the Association will audio record the meeting. A homeowner may record on audiotape or any other means of sound reproduction a meeting of the homeowners if the homeowner, before recording the meeting, provides notice of intent to record the meeting to the other homeowners who are in attendance at the meeting.
- 2. HOMEOWNER FORUM** Owners have the right to speak to the Board. This period is devoted to comments from property owners and discussion of those comments related to items on the agenda. Please note that the Board has the authority to limit the time for individual comments. A time limit of three (3) minutes has been allotted per individual. No individual can give away their allotted time to expand another individual's time.
- 3. MINUTES** – Approval of the November 11, 2024, Board Meeting Minutes – Action
- 4. FINANCIAL REPORT– Discussion / Action**
  - a. Treasurer's Report/Review and accept current unaudited financial reports – Discussion/Action
- 5. MANAGER REPORT – Discussion/Action**
  - a. Communications - Townsq.io
- 6. ARC/LANDSCAPE COMMITTEE REPORT**
  - a. Architectural Reviews
  - b. Violation Enforcement – Inspections
- 7. ASSOCIATION BUSINESS – Discussion/Action**
  - a. 2024 Review and Tax Engagement Letter – Jackson & Jackson
- 8. EXECUTIVE SESSION SUMMARY DISCLOSURE** - Summary update from meeting held prior to the regular session meeting.
- 9. HOMEOWNER FORUM** Owners have the right to speak to the Board. This period is devoted to comments from property owners and discussion of those comments. Except in emergencies, no action may be taken upon a matter raised during this portion of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken later. Please note that the Board has the authority to limit the time for individual comments. A time limit of three (3) minutes has been allotted per individual. No individual can give away their allotted time to expand another individual's time.
- 10. ANNOUNCEMENT & ADJOURNMENT** - The next scheduled Board meeting is on May 13, 2025, following the Annual Meeting at 6:00 pm. The location will be Reno Fire Station #11 – 7105 Mae Anne Ave., Reno, NV 89523

**ADDITIONAL BOARD MEETING DISCLOSURES:**

The purpose of this notice/agenda is to inform you of the date, time, place and action items of the upcoming scheduled meeting of the Board of Directors. This meeting will be recorded in accordance with NRS 116. Draft minutes of this meeting will be available within 30 days after the meeting date. Minutes together with other important HOA information are posted on [www.townsq.io](http://www.townsq.io). A copy of the audio recording, the minutes or a summary of the minutes of the meeting shall be provided to the unit's owner upon

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*request, in electronic format at no charge to the unit's owner or, if the association is unable to provide the copy or summary in electronic format, in paper format at a cost not to exceed 25 cents per page for the first 10 pages, and 10 cents per page thereafter.*

*MINUTES: Per NRS 116.31083, only the substance of matters proposed, discussed or decided at the meeting are included in the minutes (they are not presented verbatim). The substance of remarks made by any unit's owner who addresses the Executive Board at the meeting must be included if the unit's owner requests that the minutes reflect their remarks or, if the unit's owner has prepared written remarks, a copy of their prepared remarks if the unit's owner submits a copy for inclusion. The Executive Board may establish reasonable limitations on materials, remarks or other information to be included in the minutes of its meetings.*

*A unit's owner may record a meeting of the Board (except Executive Sessions) if the unit's owner, before recording the meeting, provides notice of their intent to record the meeting to all present. An Executive Session of the Board may be held prior to, or after, the Board meeting to discuss CC&R violations and attorney client privilege matters.*

*EXECUTIVE SESSION: An Executive Session meeting of the board may be held prior to or after the regularly scheduled board meeting (closed meeting)*

**ON BEHALF OF THE BOARD OF DIRECTORS AND MANAGEMENT, YOUR CONTINUED SUPPORT OF THE  
GOVERNING DOCUMENTS IS VERY MUCH APPRECIATED.**