

**CASTLE ROCK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTOR'S MEETING MINUTES-DRAFT**

August 12, 2025

CALL TO ORDER/DETERMINATION OF QUORUM

The Castle Rock Homeowner's Association Board of Directors Meeting was called to order by B. Kelly at 6:15 p.m. The meeting was held at the Reno Fire Department Station 11 | 7105 Mae Anne Ave., Reno, NV 89523. A quorum was established with four (4) of the five (5) Board Members present.

<u>Board Members Present:</u>	Brian Kelly	President
	Brandy Casey	Director
	Dennis Cronin	Secretary
	Leif Mack	Treasurer

<u>Board Members Absent:</u>	Ronald Wolff	Vice President
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<u>Committee Members Present:</u>	Patti Mack	Landscape/ARC/Violations Committee
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<u>Management Present:</u>	Chrissy Perona	Supervising Community Manager, Associa Sierra North
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<u>Homeowners Present:</u>	3 Homeowners Present
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HOMEOWNER COMMENTS

None at this time.

APPROVAL OF MINUTES

The Board reviewed the minutes for the May 13, 2025, Board of Directors Meeting.

MOTION: b. Kelly moved to approve the minutes from May 13, 2025, as prepared by ASN. L. Mack seconded. All in favor, motion passed unanimously.

FINANCIALS

The June 2025, unaudited financial report reviewed. There is no bad debt write offs. Full report was emailed to the Board. The board Treasurer, L. Mack gave a detailed presentation of the Association's financial position.

MOTION: B. Kelly moved to accept the Association's un-audited financials through June 2025, as prepared by ASN. D. Cronin seconded. All in favor, motion passed unanimously.

CD Maturing September 9, 2025

MOTION: D. Cronin moved to reinvest the CD maturing in the amount of \$22,500 into a 9 month CD with 3.75% B. Casey seconded. All in favor, motion passed unanimously.

MANAGER'S REPORT

a. Communications - TownSq.io – Management reports that Townsq.io continues to be a main source of communication. There are currently 133 active users registered out of 182 Unit Owners. This equates to about 75% of owners currently registered. Additionally, within the last 30 days, only 45 users were active on TownSq. Payments can be made, there's a homeowner directory, Governing Documents are available, and announcements can be made to the whole association. There have been 116 violations sent year to date and 17 ARC applications reviewed. Additionally 107 TownSq requests have been received and responded to.

ARC/LANDSCAPE/VIOLATIONS COMMITTEE REPORTS

Patsi reviewed the ARC statuses and want to request that management require the latest architectural application available. If there is an old one received, management is to reject and have them fill out the new one. Management and Patsi will complete violation drive on Thursday at 10am.

ASSOCIATION BUSINESS

a. Review/Discuss/Approve Communication with Village at Northwest Regarding Defensible Space Maintenance and Visibility Obstruction on Beaumont

Management will submit proposal for the work to the partnering HOA for the cleaning of the area. If this isn't complete, the board will want to move forward with compliance with the fire department.

b. Review/Discuss/Approve Reserve Study (financial update) Proposal Provided by Resource 1

No Motion at this time. Board would like to review.

EXECUTIVE SESSION AND LEGAL SUMMARY DISCLOSURE

An Executive Session meeting was to be held prior to the General Session Meeting. The following topics to were discussed:

- No violation hearings scheduled.
- No payment plan requests.
- Approved Executive Session Meeting Minutes
- Reviewed current delinquency reports.
- There are currently no accounts in collections.
- Reviewed bad debt write-off.
- Reviewed covenant violation reports.
- No pending legal matters

HOMEOWNER COMMENTSADJOURNMENT

With no further business the Board will adjourn the Organizational and Board of Directors meeting at 6:49 pm and announce that the next scheduled Board Meeting is on November 11, 2025, at 6:00 pm. The location will be Reno Fire Station #11 – 7105 Mae Anne Ave., Reno, NV 89523.

MOTION: R. Wolff moved to adjourn the Board of Director's meeting. D. Cronin seconded the motion. All in favor, motion passed unanimously the meeting was adjourned at 6:33 PM.

Respectfully Submitted by:

Approved by:

Laura Carr
Provisional Community Manager
Associa Sierra North

Board Representative
Castle Rock Homeowners Association