



At Fieldcreek Ranch Homeowners Association
www.fairwaysatfieldcreek.com

ANNUAL MEETING & ELECTION OF BOARD OF DIRECTORS

November 18, 2015 **Please note date change**

**Annual Meeting will follow the Board of Directors Meeting
Terra West Management Office
10651 Professional Circle, Ste. A Reno, NV 89521**

AGENDA

Board Members

Mike Vonada – President ~ **Gary Fornfeist** - Vice President ~ **Kathy Braband** – Secretary ~ **Lisa Martin** – Treasurer
~ **Jim Beach** - Director

Management

Holly Bullock, Community Manager

Terra West Management Services

This agenda is made available to the association's membership in accordance with NRS 116.3108. In accordance with NRS each meeting of the Executive Board in Regular Session shall be audio recorded. Items on this agenda may be adjusted as needed to meet the business needs of the Association. No revision will be made within 72-hours prior to the meeting. A Revised Agenda will be available at the above address upon request.

The Board may take action on any item on the agenda

I. Call to Order and Establishment of Quorum

II. Homeowners' Forum—This forum is devoted to comments from homeowners on agenda items only. To ensure everyone gets an opportunity to speak, comments may be limited to three minutes. No owner can give away their allotted time to expand another owner's time. Except in emergencies, no action will be taken upon a matter raised during this forum until the matter has been specifically included on a future agenda as an item upon which action may be taken.

III. Appoint Election Inspectors to Open, Count and Report results of Ballots

IV. Approval of November 2014 Annual Meeting Minutes

V. State of the Association – Reported by the Board President

VI. Financial Report – Reported by the Board Treasurer

VII. Ratify 2016 Budget - *NRS 116.31151, 3. "...Unless at that meeting, a majority of all units' owners, or any larger vote specified in the declaration, reject the proposed budget, the proposed budget is ratified, whether or not a quorum is present..."*

VIII. Election Announcement of the Board of Directors

IX. Homeowners Forum – This forum is devoted to comments from homeowners on general topics. To ensure everyone gets an opportunity to speak, comments may be limited to three minutes. No owner can give away their allotted time to expand another owner's time. Items discussed may be placed on future agenda at the discretion of the Board of Directors.

X. Adjournment to Organizational Board Meeting



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ORGANIZATIONAL BOARD MEETING AGENDA

- I. **Call to Order and Establishment of Quorum**
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- III. **Election of Officers for the 2015-2016 slate.**
- IV. **Organizational Items**
 - A. Execute New Board Member Paperwork for the State of Nevada.
 - B. Establish the Board Member Liaison to Management.
- V. **Business**
 - A. Discuss and Approve signers on the bank accounts. Execute Bank forms.
- VI. **Homeowners Forum** – This forum is devoted to comments from homeowners on general topics. To ensure everyone gets an opportunity to speak, comments may be limited to three minutes. No owner can give away their allotted time to expand another owner's time. Items discussed may be placed on future agenda at the discretion of the Board of Directors.
- VII. **Adjournment**

THE FAIRWAYS AT FIELDCREEK RANCH HOMEOWNERS ASSOCIATION
Board of Directors Meeting ~ Regular Session
November 18, 2015 ~ 5:30 p.m. **NOTE CHANGE OF DATE **
Location: Terra West Management Conference Room
10651 Professional Circle - Unit A, Reno, NV 89521

Board Members

Mike Vonada – President ~ Gary Fornfeist - Vice President ~ Kathy Braband – Secretary ~ Lisa Martin – Treasurer ~ Jim Beach - Director

Management

Holly Bullock, Community Manager

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- III. Approval of Meeting Minutes**
 - A. Review/Discussion/Motion for approval: October 12, 2015 meeting
- IV. Review of Financial Reports**
 - A. Review/Discussion/Motion - Treasurer's Report for approval – October 2015 Financial Reports.
- V. Committee Reports**
 - A. Architectural Committee Report
 1. New Submissions
- VI. Unfinished Business**
 - A. Update – Landscape and Lighting Project at front entrance (trenching and lighting).
 - B. Update - Retention Pond and Drain Cleaning.
 - C. Update – Installation of security cage on backflow device.
 - D. Update – Front gate – Repairs made to Outbound Gates 10-27-15.
 - E. Update – Repainting Monument Caps and Entry Posts
- VII. New Business**
 - A. Review/Discuss/Approve Street Sweeping proposals. New bids to be opened at the meeting.
 - B. Review/Discuss/Approve snow plowing proposal from J & R Landscape.
 - C. Review/Discuss regarding costs to amend the CC&R's per the estimate from Kern's office.
 - D. Review/Discuss/Approve 2014 Audit prepared by Gene Clawson, CPA.
 - E. Review/Discuss/Approve Management Contract Renewal effective January 1, 2016.
 - F. Review/Discuss/Approve bid for repairs/replacement of gate operators/mechanical systems for both gates.

AN EXECUTIVE SESSION OF THE BOARD OF DIRECTORS MAY BE HELD PRIOR TO/AFTER THIS MEETING.

Audio Recordings and approved minutes from previous meeting(s) are available by contacting Terra West Management Services, 10651 Professional Circle Suite A, Reno, NV 89521 (775-853-9777) or may be downloaded from your **community website by logging in at www.terrawest.com** or via email from fairwaysatfieldcreekrancho@terrawest.com. There may be a cost for paper or audio copies of minutes. There is no cost in downloading them from the website. – Please note that this agenda may be revised up to 72 hours prior to the meeting and is available upon request at Terra West Management Services.

- G. Review/Discuss/Approve bid to install a wind click system to the gates to open/close gates upon excessive winds.
- H. Review/Discuss/Approve 2016 Meeting Calendar.
- I. Review/Discuss any business to be discussed at the next Meeting to be placed on the next Agenda.

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IX. Next Meeting – Dates to be determined for 2016 – 5:30 p.m.

X. Adjournment

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