

**THE FAIRWAYS AT FIELDCREEK RANCH
HOMEOWNERS ASSOCIATION**

“A COMMON INTEREST COMMUNITY”

JANUARY 15, 2013

Board meeting to Open Proposals for Management Minutes

6 p.m. Call Meeting to Order – Roll Call: Mike Vonada, Lisa Martin, Gary Fornfeist

Absent: Dennis Bryan Homeowner: Rick Martin William Shaw to Record

Open Discussion – None

Business Meeting

Homeowners Association Management Services Contract

Proposals were opened from: Gaston and Wilkerson, Equus and Infinity for management services.

GW - \$1100 Monthly, Equus - \$600 Monthly, Infinity - \$1,000 Monthly

Gary Fornfeist and Lisa Martin will create a summary sheet, make a recommendation and choose management at the January 21st meeting.

Gayle Kern to review the management agreements prior to approval by the Board.

Open Discussion – None

Adjournment: Gary Fornfeist

Second: Lisa Martin

Adjourned

All homeowners have the right to have a copy/summary or audio tape of the minutes upon request and upon payment to the association of the cost (NRS 116.3108).

Board Meeting to Accept Homeowners Association Management Services Contract Minutes

January 21, 2013

At A La Carte Management, 1575 Delucchi Lane, Reno, NV 89502

6 p.m. Call Meeting to Order – Roll Call: Mike Vonada, Lisa Martin, Gary Fornfeist, Dennis Bryan

Sharon Walsh & Valerie Hand for Management, William Shay to Record

Open Discussion

Valerie Hand apologized for her absence at the Meeting on January 15th. She had written down the wrong date. Management introduced Valerie as a representative of Gaston and Wilkerson, whom A La Carte will be joining. It was explained that Gaston and Wilkerson had submitted their proposal in accordance with the Scope of Work written by The Fairways without reviewing the existing agreement with A La Carte so that it was stand alone. Prior to the meeting A La Carte has offered to renew the existing agreement which would include the services of Gaston and Wilkerson but not in accordance with the Scope of Work. Those items previously not included in the agreement with A La Carte remained not included. Valerie Acknowledged that Gaston and Wilkerson would accept the agreement renewal with A La Carte as it is written even through the renewal form A La Carte was lower. Gaston and Wilkerson’s proposal was from Valerie’s experience in the business. There was confusion over the bookkeeping system that would be used. The current system utilized by GW is Topps and later in the year may be changed to Yardi Voyager. It was noted that checks for expenses for the Association through GW/A La Carte could be approved and signed electronically by the Fairways. Mike explained that Jim Manly, the prior treasurer, implemented the procedure where the Treasurer reviews the backup materials for the bills first, signs the check and then notices another Board member to be the second signature. The process would work the same. The Board was surprised by attendance by Valerie. Sharon stated that she informed Mike Vonada that Valerie would be present. Following these statements, the meeting was closed for discussion to the Board only and both Sharon Walsh and Valerie hand left the meeting. William Shaw remained to record.

Business Meeting

Acceptance of Homeowners Association Management Services Contract

The recording indicated the following: Mike Vonada believed that Gaston and Wilkerson had two swings at

bat on management. Gary Fornfeist stated that the agreements were basically similar with a shopping list of extra charges. Equus offered 2 months at no charge and then \$600 monthly. Their fee to attend more than four meetings was \$120 per hour. Equus appeared to be very hungry with their offer. Gary indicated he had not met with Equus.

Infinity is a mother/daughter operation who works out of their home. The question was where to hold the meetings. They use Quick Books which Gary indicated that he liked. He had experience in Yardi, which was very expensive.

Gary stated he had 20 years' experience in commercial and single family property management. The objective was to meet with both Equus and Infinity to negotiate terms. Negotiations would be regarding a flat fee for a year for extras not to exceed a certain amount and more detailed tracking of copies, office supplies and postage. It was noted that on copies, the homeowners are mostly on email now. Would there be a single manager with a backup? Both Gaston and Wilkerson and Equus provide website.

No motions were made during this meeting.

Gary and Lisa would negotiate and then return on the 12th of February with a recommendation. Management agreements would be reviewed by Gayle Kern.

Open Discussions – None

Adjournment

Motion: Mike Vonada

Second: Gary Fornfeist

Adjourned

All homeowners have the right to have a copy/summary or audio tape of the minutes upon request and upon payment to the association of the cost (NRS 116.3108).

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