



Professionally Managed By:
ASSOCIA SIERRA NORTH
10509 Professional Circle, Suite 200, Reno, NV 89521
Phone: (775) 626-7333; Fax: (775) 626-7374
Email: acservic@associasn.com; Website: www.arrowcreek-hoa.com

Date: 10/19/15

NOTICE OF BOARD OF DIRECTORS MEETING AND AGENDA FOR THE ARROWCREEK HOMEOWNERS' ASSOCIATION

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. 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 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, together with other important HOA information is posted on the website at www.arrowcreek-hoa.com. An owner may record on audiotape or any other means of sound reproduction a meeting of the executive board if the owner, before recording the meeting, provides notice of his or her intent to record the meeting to the members of the executive board and the other units' owners who are in attendance at the meeting. An Executive Session of the Board will be held prior to, the board meeting to discuss CC&R violations, please see separate agenda (executive session is board members only). Agendas are posted on the www.arrowcreek-hoa.com website.

DATE/TIME: TUESDAY, NOVEMBER 3, 2015, 5:30 pm
Location: The Club at ArrowCreek, 2905 ArrowCreek Parkway, Reno, NV

AGENDA

Action may be taken on each item on the agenda. *Per NRS 116.3108.4(b) the items listed on the agenda include a description denoting what action may be taken on the items. Presentations to the board are limited to a 15 minute time limit with 5 additional minutes allowed for question/answers. All meetings will be conducted using the ArrowCreek HOA Parliamentary Procedures Resolution approved 11/1/11.*

Pledge of Allegiance

1. Call to Order, Board Introductions, Roll Call, and Determination of Quorum
2. Homeowner Comments: *Owners have the right to speak to the Board. This period is devoted to comments related to agenda items from property owners and discussion of those comments. Please note that the Board may limit the time for individual comments. A time limit of three minutes has been allotted per owner. No owner can give away their allotted time to expand another owner's time.*
3. ACCC & Communications Committee Updates - To be presented in conjunction with Homeowner Comments.
 - Update on the ballot vote. Finalize the timing of the ballot vote to be conducted for the purchase of golf course land, approval of CCRs and Bylaws revisions, and any other items that require HOA member voting for this issue. Action

4. Minutes:

- a) Approval of August 18, 2015 Board Meeting Minutes. Review completed action list from the meeting. Action.
- b) Approval of the September 16, 2016 Special Board Meeting Minutes
- c) Approval of the October 6, 2015 Special Board Meeting Minutes

5. Financial Reports/Recommendations:

- a) Budget & Finance Committee update - Presentation of current financial reports and recommendations for board action as follows:
 - Acceptance of current financials (unaudited) as prepared by ASN to include any write-off of bad debt expense. Action.
 - Approval of the 2016 Operating & Reserve Budgets and 2016 assessments. Action
 - Approval of the 2015 Audit & Tax Services with McClintock Accountancy
- b) Reserve Committee Update

6. Staff and Committee Reports (Includes new and old business and items for board action):

(Note: The ACCC and Communications Committee reports are scheduled at the beginning of the meeting since the topics are relevant to the majority of homeowner comments)

- a) Operations Manager Report (Jeff Anderson)
- b) Security Department Report (Rick Reyome)
- c) Safety Committee (Mary Steele)
 - Presentation to include a revisit of stop signs (locations & sizes and vehicles not stopping) and the use of dips to slow traffic, concerns of median landscaping obstructing views, parking for extended periods in loading zone by Residents Club, dogs being walked "off leash" on road ways, and HOA procedures on dealing with snakes and other wild life. Action on Committee recommendations.
 - Update on entry sign project
- d) ADRC Committee (John Krisch)
- e) Administrative Committee (Margaret McConnell/Charlie Dickinson) – Approvals of 2016 contracts:
 - Street Sweeping – 3 requests made, one bid received. Staying with current vendor, American Clean Sweep
 - Pools & Spas – 3 requests made, one bid received. Staying with current vendor, Finishing Touch
 - HOA Management – two bids received, decision to be made at meeting
 - Snow Removal – Sole source vendor. Job not bid. Staying with Q&D
- f) Governing Documents Committee (Robin Rakusin)
 - Update on golf & non-golf versions of the CCR & Bylaws revisions. Take action as necessary to proceed
- g) Fuels Management Committee (Mike Moll/John Krisch) – Update

7. Other Business (Old & New)

- a) Collection Policy Updated – Approve a revised HOA collection to include the most recent NRS 116 updates. Action
- b) CAI Membership – Approve membership of the HOA and board to the Community Association Institute (an HOA industry educational and resource organization). Action
- c) Executive Session summary update (meeting held prior to the regular session)

8. Homeowner Comments: *Owners have the right to speak to the Board. This period is devoted to comments by units' owners and discussion of those comment about any matter affecting the community. Except in emergencies, no action can be taken upon a matter raised unless the item is specifically included on the agenda. **A time limit of 3 minutes is allotted per owner.***

9. Adjournment



Professionally Managed By:
Associa Sierra North
10509 Professional Circle, Suite #200, Reno, NV 89521
Phone: 775-626-7333; Fax 775-626-7374; Website: www.arrowcreek-hoa.com; email: acservice@associasn.com

Date: 10-19-15

ARROWCREEK BOARD OF DIRECTORS – EXECUTIVE SESSION

DATE: TUESDAY, NOVEMBER 3, 2015
TIME: 4:00 pm (approx.)
LOCATION: ArrowCreek Resident's Center, 2900 ArrowCreek Prkwy

Note: Executive Sessions are closed session meetings, to be attended by board members only. Agenda and notice are sent to owners as required by Nevada Law.

AGENDA

Please note action may be taken on any of the following agenda items:

1. Call to Order and Determination of Quorum
2. Appeals/Hearings
 - a) Listen to owners who have been called to hearing. Deliberate regarding the imposition of fines to a unit owner due to violations
 - b) Review written owner appeals. Deliberate regarding unit owner appeals from the imposition of fines, or late fees assessed
3. Minutes
 - a) Review and Approval of the previous Executive Board Meeting minutes & Action List
4. Delinquency & Collections Reports
 - a) Review the current delinquency report as presented by Associa Sierra North. Deliberate on collection actions to be taken in accordance with the Association's collection policy
 - b) Review Bad Debt & Write-Offs. Discussion of the collectability from particular unit owners and potential write-offs for same. Write-off amounts to be discussed and decided in next regular session
 - c) Review current collection company reports. Deliberate on collection actions required in accordance with the Associations collection policy
5. Violations Report
 - a) Review violation reports that summarize the status of violations, closed and/or open. Review continuing violation fines
 - b) Review written owner responses to violations. Deliberate regarding unit owner appeals and take action as necessary
6. Legal
 - a) Discuss pending attorney-client privilege items
7. Adjournment