

**CASTLE ROCK HOMEOWNERS ASSOCIATION
NOTICE AND AGENDA OF BOARD OF DIRECTORS MEETING
CASTLE ROCK HOMEOWNERS ASSOCIATION**

Date & Time: November 12, 2024, 6:00PM
Location: Reno Fire Department – Station 11
7105 Mae Anne Ave., Reno, NV. 89523

NOTICE OF MEETING AND 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**
- 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. PRESIDENT'S MESSAGE**
- 4. MINUTES** – Approval of the August 13, 2024, Board Meeting Minutes – Action Item
- 5. FINANCIAL REPORT**
 - a. Review and accept current unaudited financial reports through September 30, 2024 – Discussion/Action Item
- 6. MANAGER REPORTS – DISCUSSION**
 - a. Updates on violation enforcement, previous meeting action items, maintenance, and landscape directions.
- 7. Architectural Landscape Committee Reports**
 - a. ARC
 - b. Landscape
- 8. ASSOCIATION BUSINESS**
 - a. Review and Approval of the 2025 Operating and Reserve Budgets – Action Item
 - b. Corporate Transparency Act (CTA) – Discussion
 - c. Review and accept 2025 Meeting Calendar – Discussion
 - d. Collection Policy – Discussion/Action
 - e. Rule Enforcement Policy & Fine Schedule – Discussion/Action
 - f. Parliamentary Policy – Discussion/Action
 - g. Investment Policy – Discussion/Action
- 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. EXECUTIVE SESSION AND LEGAL SUMMARY DISCLOSURE**11. ANNOUNCEMENT & ADJOURNMENT** – The next Board meeting is scheduled for December 5, 2024 for the Budget Ratification.**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. The Agenda may be revised up to 72 hours prior to the date of the meeting and at Board discretion. Minutes, as well as any updated versions of this agenda, together with other important HOA information are posted on the website at 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 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.