



**EXECUTIVE BOARD OF DIRECTORS
EMERGENCY EXECUTIVE E-MAIL SESSION MINUTES
APRIL 20, 2020**

BOARD MEMBERS PRESENT President Lyle McKenzie, Vice President Natalie Ansell, Treasurer Robert Harrop, Secretary Rod Thompson, and Director William Villegas. **ABSENT** Directors Jamerson Holloway and Lance Mancuso. **OTHERS PRESENT** Gerry Northfield, Community Manager with Performance CAM the management company.

I. ESTABLISH QUORUM / CALL TO ORDER

President Lyle McKenzie determined a quorum was established via GoToMeeting and called the meeting to order at 3:00pm.

II. OWNERS COMMENT AND DISCUSSION PERIOD (Limited to Agenda items)

None.

III. SECRETARY REPORT

A. None.

IV. TREASURER REPORT

A. None.

V. REPORTS

A. None.

VI. UNFINISHED BUSINESS

A. None

VII. NEW BUSINESS

COVID-19 – Issued from NRED office of the Ombudsman: Good afternoon,

The Office of the Ombudsman has received numerous requests for guidance from the industry regarding how to respond to the COVID-19 pandemic. Since emerging details and guidelines are changing on a daily basis, we can only recommend that associations comply with any state and local guidelines received in response to COVID-19 (NAC 116.405[8][a]). Regarding complying with requirements of NRS 116, we of course expect executive board members to fulfil their fiduciary duty and act in the best interest of the association (NRS 116.3103). We understand that some business may be limited, and no association will be punished by the Division for practicing social distancing and other measures as recommended by federal, state and local governments and health authorities during this time. We do however ask that proper disclosure is made and adequate documentation of any temporary changes to meetings (NRS 116.3108 & NRS 116.31083), hearings (NRS 116.31031), elections (NRS 116.31034), etc. is kept and maintained as an association record (NRS 116.31175[7]), the Division will rely on these records and other documentation maintained by the association when addressing questions or complaints about these decisions in the future. The general welfare of Nevada residents is of the utmost importance to our office and we hope everyone is taking the necessary precautions to stay healthy. Thank you, Antonio Brown

The Board conducted a number of email conversations on a variety of topics:

I would vote to cancel our next meeting. Even though it is three weeks away I believe the hype and histrionics regarding the virus. If there was something urgent that we have to deal with we could take care of it online. I believe that it would be best to cancel to also limit our exposure to each other, other homeowners who may attend, and to Pcam.

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In my opinion all meetings and community events (especially the garage sale) need to be cancelled/postponed until further notice. Hopefully this blows over soon.

In considering all possible exposures and the many routes of contact that we face on a daily basis; I move that all meetings and events in March & April be cancelled, any events for May be evaluated on April 18, 2020. This would include BOD & committee meetings, Garage sale, and compliance inspections. Please" reply al"l with a second and/or your vote.

Thank you. I second that all meetings and events in March & April be cancelled, any events for May be evaluated on April 18, 2020. This would include BOD & committee meetings, Garage sale, and compliance inspections.

I am fully supportive to minimize face-to-face contact for PCAM employees and board members.

Telecommunicating, VTC, Skype and/or methods should be used to conduct business and meetings until the COVID-19 is sorted and POTUS says back to normal business for all Americans.

I see no reason to stop our block wall project. It needs to be completed. The owners that have not completed it yet, will most likely not in the future. We should proceed with our schedule and will hold off reimbursement as we work through Covid 19. It will not change what they will owe.

I concur with not sending the homeowners to collections that are delinquent in assessments. I would like us to send them a statement that includes our commitment to work with them and at the present time we are not sending them to collections to incur additional cost. This is only a temporary suspension of the policy for Covid 19.

I concur with working with our collection companies to freeze the accounts. I believe we need to put out a one page news letter to address these actions, the suspension of the garage sale. The immediate need for them to provide an up to date email address. Once, we set the temp process, all needs to be posted on the website.

We have a few issues before us concerning unpaid funds due to our association.

1. We have approximately 200 homeowners who have not paid their 2020 assessments. As of April 1st ,2020 these homeowners are to receive a Notice of default followed by a notice of intent to lien And then turned over to collections. I move that we instruct Performance Cam to withhold sending that notice until there is a clear path forward dealing with the economy. No amounts will change during this time as they were assessed a late fee on January 31. And have been delinquent since then. 2. As far as delinquent compliance fines are concerned. I move we work with HOA Collections and freeze those accounts in their possession until a path forward becomes clearer. 3. At our last board meeting we elected to proceed with the Block Wall Abatement process. I move that we suspend that process again until a path forward is clearer. Please review and vote your position on each of these motions. Please "REPLY ALL"

March 17, 2020

The following emailed "actions without a meeting" motions:

I move that all meetings and events in March & April be cancelled, any events for May be evaluated on April 18, 2020. This would include BOD & committee meetings, Garage sale, and compliance inspections.

March 18, 2020 the following motions were, and the votes are as noted. We have approximately 200 homeowners who have not paid their 2020 assessments. As of April 1, 2020, these homeowners are to receive a Notice of default followed by a notice of intent to lien and then turned over to collections.

1. I move that we instruct Performance Cam to withhold sending that notice until there is a clear path forward dealing with the economy. No amounts will change during this time as they were assessed a late fee on January 31. And have been delinquent since then.

Aye: McKenzie, Ansell, Harrop, Thompson Nay: Mancuso Motion passes

2. As far as delinquent compliance fines are concerned. I move we work with HOA Collections and freeze those accounts in their possession until a path forward becomes clearer.

Aye: McKenzie, Harrop, Thompson Nay: Mancuso, Ansell Motion Passes

3. At our last board meeting we elected to proceed with the Block Wall Abatement process. I move that we suspend that process again until a path forward is clearer.

Aye: McKenzie, Harrop, Nay: Mancuso, Ansell, Thompson Motion Fails

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MAY 12th meeting – Due to the ongoing covid-19 distancing restrictions a motion was made and seconded to cancel all May 12th meetings. Motion carried unanimously.

Collections – Mike with HOA Collections was directed that based on our vote March 18, 2020 (Gerry, attached is the result of voting that took place this week regarding the COVID 2019 issues. Please see that this is entered into our official records. Proceed with the wall inspection and process for abatement.) and guidance from the Ombudsman please hold all any filings for 30 days and on May 1, 2020 management will issue NODA's as applicable.

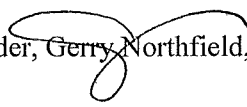
VIII. OWNERS COMMENT AND DISCUSSION PERIOD (Limited to Non-Agenda items)

None.

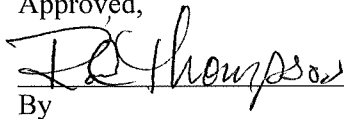
IX. NEXT REGULAR BOARD MEETING – June 9, 2020, same time & location.

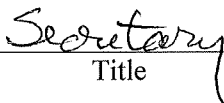
X. ADJOURNMENT / AUDIO RECORDING STOPPED

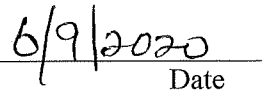
The President, noting no further business to come before the Board, adjourned the session at 3:16pm.

Submitted by Recorder,  Gerry Northfield, CM

Approved,


By


Title


Date



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