

**CASTLE BAY SHORES COMMUNITY ASSOCIATION
EXECUTIVE BOARD OF DIRECTORS
REGULAR SESSION MEETING MINUTES
FEBRUARY 14, 2023**

BOARD MEMBERS PRESENT – President Richard Bates, Vice President Murray Hiebert, Treasurer Gregory Finke, Secretary Rosemary Holmes-Gull, and Director Nancy Sharpe. **ABSENT** – None.
OTHERS PRESENT - Community Manager Gerry Northfield with Performance CAM and Owners per the sign-in sheet.

I. CALL TO ORDER / BEGIN AUDIO RECORDING

President Richard Bates established a quorum was present and called the meeting to order at 6:01 p.m. inside Los Prados Master Community Clubhouse, 5150 Los Prados Circle, Las Vegas, Nevada, 89130. The President announced this meeting is being audio recorded.

II. OWNERS DISCUSSION AND COMMENT PERIOD

None.

III. APPROVAL OF MINUTES

A motion was made and seconded to approve the November 16, 2022 regular meeting minutes, as submitted. Motion carried unanimously.

IV. TREASURER REPORT

A. A. Review Treasurer Report / Acceptance of Financials – For the record, the Board was sent the full monthly financial package for review separately and only the Treasurer Summary report and Balance Sheet are included in the board packet. The Treasurer made a motion and was seconded to accept the October, November, December 2022 Treasurer Summary Report and financials in accordance with NRS 116.31083. Motion carried unanimously.

V. REPORTS

A. LANDSCAPE – The Board reviewed Meridian’s Landscape Monthly report for December 2022 and January 2023. No action necessary. It was mentioned that a pine tree in the vicinity of the pool area needs some attention to lessen/eliminate pine needle debris from blowing into the pool. Management will pass this along to Meridians for follow up.

A. MANAGEMENT – The 2023 Annual Planning Calendar was reviewed.

B. POOL – President Bates reported the yearly drain the pool and chlorine wash, scheduled this week, was done today and returned 3 pool area/equipment keys and pool gate key.

VI. UNFINISHED BUSINESS

Discuss / Act upon renewal of Gator Pool service agreement – Management distributed an RFP in January soliciting bids from 9 Pool Service companies with a **SCOPE OF WORK:** Provide a QUALIFIED Technician to perform (3) three service calls per week during the summer months April 1st – October 31st) and (2) two service calls per week during the winter months (November 1st - March 31st) (Excluding the week of Christmas and weather permitting). Check equipment for leaks and proper operation. Skim water surface to remove floating debris/material. Empty/Clear/Remove debris from skimmers as needed. Brush/Clean pool and spa tile. Vacuum and/or brush pool walls and floors. Maintain filter/pump room area in a clean condition. Back flush filtration system / clean filter cartridges. Test pool and spa water for chlorine, alkaline residuals, cyanuric acid, calcium hardness, phosphates, and metals. Adjust water chemistry for chlorine and alkaline residuals in accordance to Clark County Health Department regulations. Provide all materials & chemicals/tri-choline tablets necessary for the proper operation Be in attendance for SNHD Inspection is held. Provide report to management.

ORIGINAL

**CASTLE BAY SHORES COMMUNITY ASSOCIATION
EXECUTIVE BOARD OF DIRECTORS
REGULAR SESSION MEETING MINUTES
FEBRUARY 14, 2023, page 2 of 2**

VI. UNFINISHED BUSINESS (cont'd)

Bids were received and sealed bids opened from Calavan's, (\$495 winter \$745 summer per month), Gator (#475 per month), Summertime (\$750 Apr-Oct & \$550 Nov-Mar). After careful review and discussions, a motion was made and seconded to approve the contract of Summertime Pools effective March 1st, as submitted. Motion carried unanimously.

VII. NEW BUSINESS

A. Discuss / Act upon selection of firm to perform 2022 Tax Return – The Board reviewed and discussed the 2022 Tax Return engagement letter from CPA W. Cole. A motion was made and seconded to approve engaging CPA Cole to perform the 2022 Tax Return at a cost of \$150, as submitted. Motion carried unanimously.

B. Discuss / Act upon renewal of Farmers insurance – The Board reviewed the State Farm renewal policy at a cost of \$1736, and a motion was made and seconded to renew, as submitted. Motion carried unanimously.

C. Janitorial services – In the past volunteer(s) have perform janitorial functions in the pool area restrooms while the pool area was open, but this will no longer be the case. It was mentioned that Association Cleaning Team currently services Colwood Place, so management will seek a quote for the Board's consideration.

VIII. OWNERS DISCUSSION AND COMMENT PERIOD

Owner had concerns about the attention to detail by the landscapers.

IX. NEXT BOARD MEETING

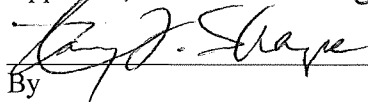
The President announced the next Regular meeting will be held on May 9, 2023, starting at 6:00 pm in the Los Prados Master Clubhouse.

X. ADJOURNMENT

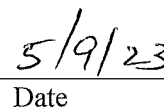
The Board adjourned the regular meeting at 6:33 p.m. with audio recording being stopped.

Submitted by Recorder, Gerald Northfield, Community Manager

Approved,


By


Title


Date

ORIGINAL

CASTLE BAY SHORE COMMUNITY ASSOCIATION

MEETING SIGN-IN SHEET

FEBRUARY 14, 2023

NAME	ADDRESS	PHONE
Janet Caldwell	4932 Birch Bay	559 313
Al Rossi	5413 Broadwater	⁷⁰² 4716 580-3855
Jerry Gauthier	" "	"
Karen Fugelberg	4929 Ocean Shores Way	656-1602
Ron Homer	visitor	
Tom + Jenie Adam	5300 Castle Harbor Ave	218-791-1739
Anna Smith	4936 Birch Bay Ln	702 658-0123
Jane + Norrie Langan	5324 Castle Bay	702 913 8981

ORIGINAL