

**Calvada Aero Park Association**  
**Meeting of the Board of Directors**  
(Immediately Upon the Conclusion of the Annual Meeting & Election)  
Wednesday, February 5, 2020 at 4:20 p.m.  
Community Building, 900 E Jenny Circle, Pahrump, NV 89048

**Board Members Present:**

Roy Mankins*	President
Steven Hamrick	Vice President / Secretary
Joan Leitner	Treasurer

**Board Members Absent:**

**Management Present:**

Jason Kelly	FCCMI, CEO
Russell Powers	FCCMI, CAM

*Note: Roy Mankins was present via telephone, could hear and be heard.*

**MINUTES**

**Call to Order:**

A Regular Meeting of the Board of Directors of the Calvada Aero Park Association was called to order by Presiding Officer Joan Leitner on February 5, 2020 at 4:20 PM, immediately after the Annual Membership Meeting and Election, at the Association's Clubhouse 900 E. Jenny Circle, Pahrump, NV 89048. A quorum of the Board was present.

**Members Forum:**

Each member was offered an opportunity to express their ideas and concerns pertaining to agenda items. There were no comments at this time.

**Election of Officers:**

Motion was made by Joan Leitner, second provided by Steven Hamrick, to re-elect the same slate of officers as this past year:

President	Roy Mankins
Vice-President/Secretary	Steven Hamrick
Treasurer	Joan Leitner

Motion carried unanimously.

**Minutes:**

Motion was made by Roy Mankins, second provided by Joan Leitner, to approve the Minutes of the meeting held November 12, 2019 as submitted. Motion carried unanimously.

**Financial Reports:**

The Board reviewed the financial reports as of November 30, and December 31, 2019. Treasurer Joan Leitner provided a brief overview of the association's financial condition as of December 31, 2019. She also stated that the recent statements mailed to the owners carried a late fee date as of the 15<sup>th</sup> of the month. This was in error. No late fee will be charged in January. Motion was made by Roy Mankins, second provided by Joan Leitner, to accept the financial reports as submitted. Motion carried unanimously.

**Committee Reports:**

There were no reports at this time.

**Old Business:**

- A. Status of HOA Lots – Presiding Officer Joan Leitner reported that offers have been received for some lots owned by the association and those would be discussed under New Business, Sale of Lots.
- B. Reserve Study Status – Presiding Officer Joan Leitner explained that the draft of the Reserve Study had been reviewed and a couple of changes made. The final report has been received with the changes. Motion was made by Joan Leitner, second provided by Steven Hamrick, to adopt the Reserve Study. Motion carried unanimously.
- C. Status of Tower and Beacon – Roy Mankins reported that the Association is still waiting for the Tonopah Airport Tower to be fully renovated. No action was required at this time.
- D. Revised Meeting Room Rules – Joan Leitner explained that the revised meeting room rules are complete but before the rules can be published and mailed, the code change to the front door must be made. When that is complete the rules will be sent out. No action was required at this time.

**New Business:**

- A. Sale of Lots – Treasurer Joan Leitner explained that the Association has received an offer for 1211 E. Haviland and 1212 E. Haviland. The offer is for both lots. She further explained that the lots have been for sale on the Association's web site for one and one-half to two years. The offer is for \$12,000 for both lots with the buyer paying all expenses with the exception of insurance. Motion was made by Joan Leitner, second provided by Steven Hamrick, to accept the offer and sell the lots with the net proceeds to the Association going to the Reserve Fund. Motion carried unanimously.

Treasurer Joan Leitner continued that the Association has received another offer in the amount of \$4,500 for 3260 N. Bellanca Place. The lot is six lots in on the west side and has no water. Discussion ensued. Motion was made by Joan Leitner, second provided by Steven Hamrick, to accept the offer and sell the lot. Motion carried unanimously.

Joan Leitner explained that two lots remain for sale on the Association's web site. She further reported that three lots have quiet title issues and the Association is considering not paying the taxes. April is the next auction.

- B. Collection Policy – the Board reviewed a proposed, updated collection policy. Motion was made by Joan Leitner, second provided Steven Hamrick, to approve the new collection policy. Motion carried unanimously.
- C. Taxes & Review - the Board reviewed a proposal to complete a financial review and prepare the Association's 2019 income taxes from Bainbridge, Little & CO, LLP. The

proposal was. The proposed fees are \$900 to complete the review and \$125 to file the tax return. It was noted the CPA firm has conducted the review and prepared the taxes for the past few years. Motion was made by Joan Leitner, second provided by Steven Hamrick, to accept the proposal. Motion carried unanimously.

**Correspondence**

There was no correspondence to review at this time.

**Members Forum:**

Each member was again provided an opportunity to express their ideas and concerns, this time pertaining to any topic. A member volunteered the use of a dumpster to be placed on his property in the near future. Topics of concern included accepting volunteers and expanding the number of Directors to serve on the Board.

**Adjournment:**

Motion was made by Joan Leitner, second provided by Steven Hamrick, to adjourn the meeting at 4:50 pm. Motion carried unanimously.

Respectfully submitted by FCCMI for approval by the Board of Directors.

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**Secretary or Officer**

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**Date**