

**The Fairways at Field Creek Ranch
Board of Directors' Meeting Regular Session Minutes
November 29, 2016**

Location: Terra West Management Services -10651 Provisional Circle Suite A, Reno, NV 89521

Board Members Present

Jack Angaran – President
Laura Miceli – Treasurer
VACANT – Director

Tom Duncan – Vice President
Gretchen Swope – Secretary

Others Present

Amy Meline	Provisional Community Manager
Michelle Goodell	Director of Community Management
Sixteen (16) Homeowners	See sign-in sheet

Establishment of Quorum and call to order

A quorum was established and the meeting was called to order by Jack Angaran at 5:55pm.

Homeowners' Forum

None at this time.

Approval of Meeting Minutes

After discussion, the Board decided to postpone the approval of the minutes from September 14, 2016 for further review. The Board reviewed the November 16, 2016 minutes, Gretchen Swope motioned to approve the minutes, Tom Duncan seconded and the motion was approved unanimously.

Financials

Monthly Financials - Michelle Goodell read the current balances in the operating and reserve accounts and year to date expenses were currently under budget for 2016. After discussion, Gretchen Swope motioned to accept the financials as prepared by Terra West, Tom Duncan seconded and the motion was approved unanimously.

2015 Audit – The Board previously reviewed the Letter of Representation for the 2015 audit. After discussion, Gretchen Swope motions to approve the 2015 Letter of Representation, Tom Duncan seconded and the motion was unanimously approved.

Committees

The Board discussed removing and appointing new committee members for the social, landscaping/gate and ARC Committee. The Board agreed that all Board member liaisons for the committees would have nonvoting rights on the committee.

Social – Removal of Lisa Martin, Jessica Martin and Jeanne Fornfiest and appointing Lori Stanko, Jennifer Markwell and Gretchen Swope for the social committee. Jack Angaran motioned the removal and appointing, Tom Duncan seconded and the motion was unanimously approved.

Landscaping/Gate – After discussion, the Board decided to keep the landscaping/gate committee with the same members which includes Mike Vonada, Jeff Houston, Connie Duncan and add Jack Angaran as Board member. Tom Duncan motioned to approve, Gretchen Swope seconded and the motion passed unanimously.

ARC - Lisa Martin and Kathi Angaran resigned from the ARC prior to the meeting. The Board removed all other members which include Chris Shea, Monte Meredith and Jeanne Fornfiest. The Board agreed to appoint Larry Bandt, Laura Miceli, Kathy Braband, Tom Duncan and Marc Markwell (one alternate). Jack Angaran motioned to approve the removal and appointing of committee members, Gretchen Swope seconded and the motion was approved unanimously.

Business

Open, Review & Award New Management Contract – The Board opened five bids for new management companies. By request of the Board, Michelle Goodell reviewed and read aloud the pricing for each management company that was provided in a sealed bid.

Opus1 – Non-inclusive pricing: Startup fee of \$500, \$800 monthly fee (\$13.08 per door). All-inclusive pricing: Startup fee \$500, \$1000 per month (\$15.38 per door), and including 4 meetings per year with 2 membership meetings.

Associa – provided a sealed bid with no pricing enclosed.

Western Nevada – Non-inclusive pricing: Startup fee \$350, \$1080 per month (\$16.61 per door), and including 6 meetings per year.

First Service – None-inclusive pricing: no startup fee, listed \$1200 per month (\$18.46 per door). All-inclusive pricing: \$1500 per month (\$23.07 per door), and including 5 meetings per year.

Kenyon & Associates – Non-inclusive pricing: no startup fee listed, \$975 per month (\$15 per door), and including 11 meetings with 1 membership meeting per year.

After review and discussion, the Board decided to move forward with First Service and Kenyon & Assocs. bids for further review and price negotiation. The Board postponed choosing a management until they can deliberate more. Tom Duncan motioned to approve choosing a management company, not to exceed \$1200 per month, and transition by January 1, 2017. Gretchen Swope seconded and the motion was approve unanimously.

Removal Update – Jack Angaran announced that Mike Billow had resigned prior to the meeting. The Board agreed to appoint Laura Miceli to fill Mr. Billow’s vacant seat as she was the next person with the highest votes during the board elections at annual meeting on November 16, 2016. Tom Duncan motioned to appoint Laura Miceli to the Board, Gretchen Swope seconded and the motion was approved unanimously.

The Board decided to fill the fifth vacant seat at a later date.

Homeowners’ Forum

Homeowner expressed feelings that she enjoyed being on the committees and hopes the neighborhood can be a more enjoyable place.

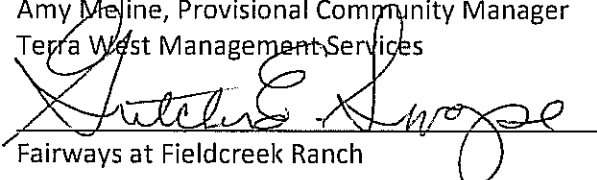
Homeowner requested reason as to why he was removed from ARC committee without cause. Jack Angaran responded stating that he wanted the committees to start fresh to give others in the community a chance to serve.

Adjourn

With no further business, Gretchen Swope motioned to adjourn the meeting, Tom Duncan seconded and the meeting was unanimously adjourned at 6:48pm.

Respectfully submitted by: Amy MeJine, Provisional Community Manager
Terra West Management Services

Approved:


Fairways at Fieldcreek Ranch

**Fairways at Fieldcreek Ranch
Removal Election Membership Meeting Minutes
November 29, 2016**

Location: Terra West Management Services – 10651 Professional Circle Suite A, Reno NV 89521

Board Members Present

Jack Angaran – President
VACANT – Treasurer
Jim Beach – Director

Tom Duncan – Vice President
Gretchen Swope – Secretary

Others Present

Amy Meline Provisional Community Manager
Michelle Goodell Director of Community Management
Sixteen (16) Homeowners See sign-in sheet

Call to Order

The meeting was called to order by Jack Angaran at 5:28pm.

Appoint Volunteers

Two homeowners (Mike Vonada & Charles Held) were volunteered to open, tabulate and report the results of the removal ballots.

Open, Count and Report Results

Michelle Goodell informed the Board that 42 valid votes had been received and 3 received had been cast as double votes. Counsel had not been available for opinion. The Board agreed to use the first votes of the 3 duplicates that had been received.

The two volunteers and Michelle Goodell opened and counted the removal ballots. Jack Angaran announced the results to the membership.

Vote to remove Jim Beach: 33
Vote not to remove Jim Beach: 9

Vote to remove Mike Billow: 29
Vote to not remove Mike Billow: 13

Vote to remove Lisa Martin: 32
Vote to not remove Lisa Martin: 11

The results reflected that removal for all three had passed.

Homeowner Comments

Homeowner expressed concerns that the removal election was for personal reasons.


Adjourn

With no further business, Jack Angaran motioned to adjourn at 5:54pm.

Respectfully submitted by:

Amy Meline, Community Manager
Terra West Management Services

Approved:


Fairways at Fieldcreek Ranch