

**MINUTES OF MEETING - DRAFT**  
**CAVE ROCK ESTATES GENERAL IMPROVEMENT DISTRICT**  
**Thursday, January 12, 2023**  
**2:00 pm**  
**1317 Winding Way, Glenbrook, NV**

Copies of the agenda were posted at the following locations at least 3 business days prior to the meeting day: Cave Rock/Winding Way street sign, and at the Corner of Wren/Pheasant Lane and Winding Way.

**1. CALL TO ORDER:** Meeting called to order by Chairperson Ralph Miller at 2:13 pm

**2. ROLL CALL - Establish Quorum:** Ralph Miller, Norman Hauge, Dick Dernbach, and Perry Muhr

**GUESTS:** Marge Hauge

**3. PUBLIC COMMENT -**

Since both Norman and Perry are new to the Board, Marge and Ralph spent some time reviewing the purpose and function of the Board as well as key annual meeting dates.

**4. APPROVAL OF AGENDA:** Norm moved to approve the Agenda, Dick seconded, all ayes.

**5. APPROVAL OF MINUTES OF THE REGULAR MEETING ON November 10, 2022**

A question was raised as to whether the Board could legally approve the minutes. Only Dick and Ralph had attended the November 10 meeting – Perry and Norm are both new to the Board. It was not clear whether members who had not attended the meeting could vote to approve the minutes, and without those 2 members there was not a quorum to approve. Ralph agreed to find the answer, and the matter will be re-addressed at the next meeting.

**6. FILL VACANCY ON BOARD**

Since Mike Rooney's term has expired, a new member needs to be appointed by the Board. Mark Holmlund was nominated by Dick, with a second by Norm. No other candidates were nominated. Mark's appointment to the Board was approved by all members present. Since Marge is most familiar with the procedures for new appointees, the Board requested that she contact Mark and brief him on what steps he needs to take (Financial Disclosure, Oath of Office, etc.).

## **7. ELECT OFFICERS**

The Board discussed which members would be most suitable for the roles which must be filled. There was considerable discussion about the role of Treasurer, given that it requires technical knowledge that none of the new members have. Ralph suggested that Norman accept the role of treasurer, and asked that his wife, Marge (the current treasurer) coach Norman until he can handle the role alone. Marge agreed to do that. Dick then moved to approve the following slate of officers which was seconded by Perry and approved by unanimous vote:

- Chairperson: Ralph Miller
- Treasurer: Norman Hauge
- Secretary: Dick Dernbach

## **8. ADJOURNMENT**

Dick moved to adjourn the meeting with a second by Dick. All ayes. The meeting was adjourned at 3:17pm

Respectfully submitted,

Ralph Miller, Chairperson  
Cave Rock Estates General Improvement District