

LUNCH & LEARN



FINANCE of AMERICA
- MORTGAGE -



NETWORK – LUNCH – LEARN – CONVENE

Please Join Us for this Networking Opportunity and Lunch as Guest Speakers Judy Cook w/ Truckee Meadows Property Management Co. & Jennifer Chandler w/ Nevada Court Services discuss the legislative updates from the last Legislative session concerning tenant landlord bills & eviction process; followed by an in-depth Q & A session.

Board meeting to begin immediately following the presentation.

JULY 21, 2017 @ 11:30am – 2:00pm

Finance of America Office: 6900 S. McCarran Blvd, Suite 2020

Lunch Provided By:



Custom Aire
AIR CONDITIONING, HEATING &
DUCT CLEANING

> SPACE IS LIMITED...RSVP TODAY! <

For more info & to RSVP contact Donna Harkins, Property Manager
President of Northern Nevada NARPM
at 775.813.8772 or DHarkins1302@gmail.com



FOAmortgage.com/Reno

LUNCH & LEARN



FINANCE *of* AMERICA
— MORTGAGE —
A BLACKSTONE COMPANY



NETWORK — LUNCH — LEARN — CONVENE

Please Join Us for this Networking Opportunity and Lunch with Guest Speaker Annie Grogan with Fidelity Home Warranty as she discusses the ins and outs of protecting your client's investments with a home warranty, followed by an in-depth Q & A session.

Board meeting to begin immediately following the presentation.

FEBRUARY 24, 2017 > 11:30am — 2:00pm

6900 S. McCarran Blvd | Suite 2020 | Reno, NV 89509



For more info & to RSVP contact Josh Villalobos, Property Manager
President of Northern Nevada NARPM
at 775.850.5900 or jvillalobos@chaseinternational.com



FinanceofAmerica.com/Reno

| Email | First Name | Last Name | Sent | Responder | President | President I | Treasurer | Secretary |
|----------------------------------|------------|-----------|------|-----------|-----------|-------------|-----------|-------------|
| barb@Barbramirez.com | | | Yes | No | | | | |
| beth@charleskitchen.com | | | Yes | No | | | | |
| chris@providencenv.com | | | Yes | No | | | | |
| Dan@actionpropertiesnv.com | | | Yes | No | | | | |
| dave@gisrentals.com | | | Yes | No | | | | |
| dharkins1302@gmail.com | | | Yes | Complete | Donna Har | Josh Villal | Robert Hu | Tina Norris |
| george@shoenbergerandshoent | | | Yes | No | | | | |
| jlreynolds1@charter.net | | | Yes | No | | | | |
| judy@TMPMrentals.com | | | Yes | No | | | | |
| fvillalobos@chaseinternational.c | | | Yes | Complete | Donna Har | Josh Villal | Robert Hu | Tina Norris |
| lavon@greenpasturesrealty.com | | | Yes | Complete | Donna Har | Josh Villal | Robert Hu | Tina Norris |
| lindaloves2swim@charter.net | | | Yes | No | | | | |
| office@welcomehm.com | | | Yes | Complete | Donna Har | Josh Villal | Robert Hu | Tina Norris |
| realtyblvd@aol.com | | | Yes | No | | | | |
| renocarsonprop@sbcglobal.net | | | Yes | No | | | | |
| rhughes@propertymanagement | | | Yes | Complete | Donna Har | Josh Villal | Robert Hu | Tina Norris |
| ssharky@homegatenv.com | | | Yes | No | | | | |
| tinanorris@ebmc.com | | | Yes | Complete | Donna Har | Josh Villal | Robert Hu | Tina Norris |
| tony@RPMCoraizon.com | | | Yes | No | | | | |

| | | | |
|---------------|-----------------|---------------|-------------|
| President | President Elect | Treasurer | Secretary |
| Donna Harkins | Josh Villalobos | Robert Hughes | Tina Norris |

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Keywords:
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Total Editing Time: 2 Minutes
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Donna Harkins <dharkins1302@gmail.com>

NARPM

Stefanie Areia <sareia@financeofamerica.com>
 To: Donna Harkins <dharkins1302@gmail.com>

Wed, Sep 27, 2017 at 4:10 PM

What do you think of this?

I just need to know if this is being held at the Reno Public House or the Washoe Public House and, also, is there any sponsors that need to be included.

NARPM®

HALLOWEEN MIXER

—Meet & Network with Industry Professionals—

DATE: Thursday, October 26, 2017
TIME: 5:30pm — 7:30pm
LOCATION: The Public House
RSVP: DHarkins1302@gmail.com

ENJOY COCKTAILS & APPETIZERS

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Thanks,

**MINUTES
NORTHERN NEVADA NARPMS BOARD OF DIRECTORS MEETING**

Great Basin
Reno, Nevada

06-15-17
12:25pm

Members Present:

Tina Norris
Donna Harkins
Robert Hughes

Josh Villalobos
LaVonn Jones

Welcome

Donna Harkins called the meeting to order at 12:25pm, and provided the Board of Directors a copy of the meeting agenda

Approval of Minutes

The minutes of the previous meeting on May 19, 2017 were approved unanimously by the Board.

New Business

The following items were discussed at the meeting:

Review of In-Process Business:

- Treasures report bank balance \$426.26 and Paypal \$618-59
- Golf Tournament was cancelled not enough participants.
- July 21, 2017 membership meeting and board meeting after. Meeting will be at Finance America. Guest speakers are Judy Cook and Nevada Court Services. Mike Mumford from national will be at the meeting. Find lunch sponsor.
- Josh to get banner before the July meeting.
- August 10, 2017 mixer work on getting sponsors for miniature golf. \$15.00 per person or \$60.00 for a foursome. Josh to check Wild Islands and Donna to check Magic Carpet. Still do 50/50 raffle \$5.00 a ticket and \$20.00 for 5.

Adjournment

There being no further business to discuss on the agenda, the meeting was adjourned at 1:05pm. Next board meeting on July 21, 2017 at Finance America after the lunch and learn.

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Keywords:
Comments:
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Change Number: 2
Last Saved On: 9/18/2017 11:48:00 AM
Last Saved By: tlovell
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Number of Characters: 1,104

MINUTES
NORTHERN NEVADA NARPMS BOARD OF DIRECTORS MEETING

Finance of America (Lunch and Learn)
Reno, Nevada

07-21-17
11:30am

Members Present:

Tina Norris
Donna Harkins
Robert Hughes

Welcome

Donna Harkins called the meeting to order at 11:30am, and provided the Board of Directors a copy of the meeting agenda

Approval of Minutes

The minutes of the previous meeting on June 15, 2017 were approved unanimously by the Board.

New Business

The following items were discussed at the meeting:

Review of In-Process Business:

- Treasures report bank balance \$373.23 and Paypal \$136.09.
- Mike Mumford talked about NARPM and the benefits of joining.
- Judy Cook was one of the quest speakers. She talked about the new changes in Legislature that effect Property Management.
- Nevada Court Services talked about the changes in the eviction process.

Adjournment

There being no further business to discuss on the agenda, the meeting was adjourned at 2:00pm. Next board meeting on August 25, 2017 at Miguels.

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Number of Characters: 835

| Email | First Name | Last Name | Sent | Responder | President | President I | Treasurer | Secretary |
|----------------------------------|------------|-----------|------|-----------|-----------|-------------|-----------|-------------|
| barb@Barbramirez.com | | | Yes | No | | | | |
| beth@charleskitchen.com | | | Yes | No | | | | |
| chris@providencenv.com | | | Yes | No | | | | |
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| rhughes@propertymanagement | | | Yes | Complete | Donna Har | Josh Villal | Robert Hu | Tina Norris |
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| tinanorris@ebmc.com | | | Yes | Complete | Donna Har | Josh Villal | Robert Hu | Tina Norris |
| tony@RPMCorazon.com | | | Yes | No | | | | |

Budget – DREAM FIRST!

| | |
|--|--------------------------|
| Income: | 2900.00 |
| Professional/Associate/Support Membership Fees - 20 x 24 25 | 480.00 500.00 |
| Affiliate Membership & Sponsorship Fees 1200 x 7 | 1400.00 |
| Meeting Fees | 0 |
| Raffle 50/50- | 300.00 |
| Continuing Education Fees | 0 |
| Chapter Grant Property Management Symposium | 100.00 |
| Other: ED EXPO SPONSOR - | 100.00 |
| Other: RSAR - Installer Sponsor - | 500.00 |
| Other: Other Grants - | |

| | |
|--|--------------------------|
| Expenses: | 4,150.00 |
| Meeting Expenses (room, food, etc.) | 0 |
| Marketing Expenses (newsletter, etc.) | 0 |
| Education Expenses (speaker, equipment, etc.) | 400.00 |
| Legal & Accounting Expenses (tax return, corporation fees) | 700.00 |
| Officer Travel (to national event(s)) | 350.00 |
| Other: Vendor mixer - | 200.00 300.00 |
| Other: Property Management Exhibitor - | 100.00 |
| Other: State Conference Sponsor | 1,000.00 |
| Other: RSAR SPONSOR | 500.00 |
| Other: GOLF Tournament | |
| Board meeting expenses - | 800.00 |

MINUTES
NORTHERN NEVADA NARPMS BOARD OF DIRECTORS MEETING

El Adobe
Reno, Nevada

03-31-17
12:10pm

Members Present:

Tina Norris
Donna Harkins
John Sutton
Lisa Pilling

Josh Villalobos
LaVonn Jones
Robert Hughes

Welcome

Donna Harkins called the meeting to order at 12:10pm, and provided the Board of Directors a copy of the meeting agenda

Approval of Minutes

The minutes of the previous meeting on February 24, 2017 were approved unanimously by the Board.

New Business

The following items were discussed at the meeting:

Review of In-Process Business:

- Treasures report bank balance \$879.00 and Paypal \$587.40
- Country Financial to provide lunch at the designation class on April 12, 2017 at 9:00am at Finance of America.
- Donna is picking up the speaker for the class.
- NARPM Ethics class September 12, 2017 9am-12pm at Finance of America.
- Have a survey to ask members what they want at the meetings.
- Limit the amount of time each speaker and or vendor speaking at the meetings.
- Pay pal virtual terminal is \$30.00 a month unlimited amount pay pal app is limited to \$1,000.00 per whole account a month.
- Send affiliate list to John Sutton.
- Banner \$220 to start then \$110 to change banner.
- Pay RSAR for booth at the Property Management Symposium Robert will call to do this and ask about Ed Expo May 3rd-5th.

Adjournment

There being no further business to discuss on the agenda, the meeting was adjourned at 1:10pm. Next meeting on May 19, 2017 at 11:30am at Finance of America lunch and learn board meeting to follow meeting.

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Keywords:
Comments:
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Change Number: 2
Last Saved On: 5/22/2017 2:09:00 PM
Last Saved By: tlovell
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**MINUTES
NORTHERN NEVADA NARPMS BOARD OF DIRECTORS MEETING**

Great Basin
Reno, Nevada

05-19-17
12:40pm

Members Present:

Tina Norris
Donna Harkins
Robert Hughes

Josh Villalobos
LaVonn Jones (via phone)

Welcome

Donna Harkins called the meeting to order at 12:40pm, and provided the Board of Directors a copy of the meeting agenda

Approval of Minutes

The minutes of the previous meeting on March 31, 2017 were approved unanimously by the Board.

New Business

The following items were discussed at the meeting:

Review of In-Process Business:

- Treasures report bank balance \$618.59 and Paypal \$589.85
- Golf Tournament updated by Josh. Only have 12 people signed up. Josh will get banner made. Need to get 15th hole sponsor. Golf Tournament scheduled for June 16, 2017 at Lakeridge Golf Course be there at 11:30am.
- Donna will ask Annie Grogan about being a sponsor.
- Donna will check on the Ethics class scheduled for September.
- LaVonn is stepping down at the President Elect. Donna will stay on as President for next year.
- August 10, 2017 mixer Josh is checking on the Renaissance for the location

Adjournment

There being no further business to discuss on the agenda, the meeting was adjourned at 1:15pm. Next board meeting on June 15, 2017 at 12:00pm at Lakeridge Golf Course.

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Author: Sarah Jaene Berry
Keywords:
Comments:
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Change Number: 2
Last Saved On: 6/15/2017 2:04:00 PM
Last Saved By: tlovell
Total Editing Time: 0 Minutes
Last Printed On: 3/26/2018 2:56:00 PM
As of Last Complete Printing
Number of Pages: 1
Number of Words: 208
Number of Characters: 1,067

MINUTES
NORTHERN NEVADA NARPMS BOARD OF DIRECTORS MEETING

PF Changs
Reno, Nevada

12-08-18
11:30am

Members Present:

| | |
|---------------|-----------------|
| Tina Norris | Josh Villalobos |
| Donna Harkins | John Sutton |
| Robert Hughes | Erika Lamb |

Welcome

Donna Harkins called the meeting to order at 11:45am, and provided the Board of Directors a copy of the meeting agenda

Approval of Minutes

The minutes of the previous meeting on November 10, 2017 were approved unanimously by the Board.

New Business

The following items were discussed at the meeting:

Review of In-Process Business:

- Treasures report bank balance \$48.22 and Paypal \$222.81
- Robert getting invoices ready and letter for the vendors.
- Affiliate pricing to stay at \$200.00 Stephanie to make the flyers.
- Erika Lamb did the installation for Tina Norris.
- Thank you to Stephanie for all her help.
- Meeting in February, April, June Golf tournament, September class, October convention, November Erika FIRPTA.
- September class
 - Ticket Sales Robert
 - Advertising everyone and ask Kristin Gandolfo
 - Food Josh
 - Venue and hotel Erika
 - Reach out to other chapters Erika and Tina. Erika will reach out and send info to me.

Adjournment

There being no further business to discuss on the agenda, the meeting was adjourned at 01:25pm. Next board meeting January 12, 2017 at Muriettas.

Filename: 7ccc-a350-6aec-b0e1.docx
Directory: C:\Users\gail2\AppData\Local\Temp\76
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Author: Sarah Jaene Berry
Keywords:
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Change Number: 2
Last Saved On: 2/8/2018 8:01:00 PM
Last Saved By: tlovell
Total Editing Time: 1 Minute
Last Printed On: 3/26/2018 2:56:00 PM
As of Last Complete Printing
Number of Pages: 1
Number of Words: 200
Number of Characters: 1,084

MINUTES
NORTHERN NEVADA NARPMS BOARD OF DIRECTORS MEETING

Finance of America (Lunch and Learn)
Reno, Nevada

02-24-17
12:30pm

Members Present:

Tina Norris
Donna Harkins
John Sutton

Josh Villalobos
LaVonn Jones
Robert Hughes

Welcome

Donna Harkins called the meeting to order at 11:40am, and provided the Board of Directors a copy of the meeting agenda. Introductions of the 2017 Board and Affiliate Chairs. Robert Hughes read the Anti-Trust Policy.

Approval of Minutes

The minutes of the previous meeting on January 26, 2017 were approved unanimously by the Board.

New Business

The following items were discussed at the meeting:

Review of In-Process Business:

- Treasures report bank balance \$500.00 and Paypal \$587.40
- Skipolini's mixer on January 26, 2017 had a great turn out about 30 people attended.
- John Sutton talked about our charity this year Safe Embrace.
- Josh Villalobos talked about the Golf Tournament this June.
- Guest speaker Annie Grogan from Fidelity Home Warranty talked about their services and how to place warranty calls when repairs are needed. She went over the pricing on the various plans and discounts.
- Guest speaker Cassell Von Byer talked about marijuana laws relating to the tenants
- Website NorthernnevadaNARPM.org get all affiliates logos and contact information for our website.
- 2 new affiliate American Financial and Custom Air
- March 23, 2017 is the Property Management Symposium.
- Get lunch sponsor for the designation class on April 12, 2017 at Finance of America
- Ed Expo in May NARPM to share a booth with John Sutton.
- Golf Tournament raffle tickets are on sale 1 for \$5.00 or 5 for \$20.00 for the 50/50 raffle
- Set Robert up with a paypal account

Adjournment

There being no further business to discuss on the agenda, the meeting was adjourned at 1:50pm. Next meeting on March 31, 2017 board meeting @11:30am at El Adobe.

Filename: ca1b-e161-57a5-8bc7.docx
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Author: Sarah Jaene Berry
Keywords:
Comments:
Creation Date: 3/31/2017 1:51:00 PM
Change Number: 2
Last Saved On: 3/31/2017 1:51:00 PM
Last Saved By: tlovell
Total Editing Time: 0 Minutes
Last Printed On: 3/26/2018 2:56:00 PM
As of Last Complete Printing
Number of Pages: 1
Number of Words: 298
Number of Characters: 1,564

**MINUTES
NORTHERN NEVADA NARPMS BOARD OF DIRECTORS MEETING**

Miguels
Reno, Nevada

08-25-17
11:30am

Members Present:

Tina Norris
Donna Harkins
Robert Hughes

Josh Villalobos
John Sutton

Welcome

Donna Harkins called the meeting to order at 11:45am, and provided the Board of Directors a copy of the meeting agenda

Approval of Minutes

The minutes of the previous meeting on July 21, 2017 were approved unanimously by the Board.

New Business

The following items were discussed at the meeting:

Review of In-Process Business:

- Treasures report bank balance \$873.23 and Paypal \$130.75
- The mixer for August has been rescheduled October 26, 2017. Josh to contact to get space and schedule time with Public Eye. John to contact the owner of Noble Pie to get prices for pizza. Donna will get with Stephanie to make the flyer. Still do the 50/50 raffle.
- Ethics class for September 12, 2017 has been cancelled not enough people signed up for the class.
- Elections Donna, Robert and Tina to stay in the same positions for next year. Josh will be the president elect.
- Leadership class in St Louis on the 14 and 15 we will pay for the airfare.
- Work on getting the affiliate list to John.
- Josh working on getting our banner made/
- Next year go golf tournament in September.
- November 16, 2017 RSAR installation.

Adjournment

There being no further business to discuss on the agenda, the meeting was adjourned at 1:00pm. Next board meeting on September 18, 2017 at Miguels.

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Creation Date: 9/18/2017 12:12:00 PM
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Last Saved By: tlovell
Total Editing Time: 0 Minutes
Last Printed On: 3/26/2018 2:56:00 PM
As of Last Complete Printing
Number of Pages: 1
Number of Words: 243
Number of Characters: 1,213

**MINUTES
NORTHERN NEVADA NARPMS BOARD OF DIRECTORS MEETING**

Si Amigos
Reno, Nevada

09-18-17
11:30am

Members Present:

Tina Norris
Donna Harkins
Robert Hughes

Josh Villalobos
John Sutton

Welcome

Donna Harkins called the meeting to order at 11:25am, and provided the Board of Directors a copy of the meeting agenda

Approval of Minutes

The minutes of the previous meeting on August 25, 2017 were approved unanimously by the Board.

New Business

The following items were discussed at the meeting:

Review of In-Process Business:

- Treasures report bank balance \$789.72 and Paypal \$130.75
- Josh working on getting our banner made.
- State conference next year have designation classes.
- Robert to renew state Business license for NNNARPM.
- October 26 from 5:30pm-7:30pm Halloween theme mixer at Public House and John to take care of food from Noble Pie. Be there about 1 hour early for set up. Get John head count for food 2 day prior.
- Josh working on elections for next year.
- Property Management Symposium service animal bring Mike Mumford in afternoon for risk management.
- Get booth for Ed Expo.
- Ideas for next year re structure meeting so that we do not have meetings June to August, have a lawyer or judge as a guest speaker, round table discussions about problems and technology.

Adjournment

There being no further business to discuss on the agenda, the meeting was adjourned at 12:34pm. Next board meeting October 26, 2017 before the mixer.

Filename: c10c-cfc9-fb91-a335.docx
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Keywords:
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Last Saved By: tlovell
Total Editing Time: 0 Minutes
Last Printed On: 3/26/2018 2:56:00 PM
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Number of Pages: 1
Number of Words: 233
Number of Characters: 1,206

MINUTES
NORTHERN NEVADA NARPMS BOARD OF DIRECTORS MEETING

Miguels 11-10-17
Reno, Nevada 11:30am

Members Present:

| | |
|---------------|-----------------|
| Tina Norris | Josh Villalobos |
| Donna Harkins | John Sutton |
| Robert Hughes | |

Welcome

Donna Harkins called the meeting to order at 11:50am, and provided the Board of Directors a copy of the meeting agenda

Approval of Minutes

The minutes of the previous meeting on September 18, 2017 were approved unanimously by the Board.

New Business

The following items were discussed at the meeting:

Review of In-Process Business:

- Treasures report bank balance \$620.90 and Paypal \$222.81
- Josh to do elections through survey Monkey.
- Broker Owner retreat in Vegas on the 9th -11th, national convention next year in San Diego October 17th -19th
- Get new member by visiting offices and talking to the property managers and passing out information.
- Donna to apply for grants.
- One mixer next year during the summer.
- Josh working on banner.
- Become an affiliate with RSAR, Womens Council, CRS.
- Keep the price for affiliates the same next year.
- Robert will be sending out invoices to the affiliates.
- Next year membership meetings on Friday and 4 per year January, February. April and September.
- Will be going the Property Management Symposium in March and Ed Expo in May need to choose which day.
- Golf tournament next year in September for Safe Embrace.

Adjournment

There being no further business to discuss on the agenda, the meeting was adjourned at 01:05pm. Next board meeting December 8, 2017 at Pf Changs.

Filename: 870d-29a4-bc4d-1b9a.docx
Directory: C:\Users\gail2\AppData\Local\Temp\76
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Author: Sarah Jaene Berry
Keywords:
Comments:
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Change Number: 2
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As of Last Complete Printing
Number of Pages: 1
Number of Words: 241
Number of Characters: 1,264



Confirmation

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Your Form 990-N(e-Postcard) has been submitted to the IRS

- **Organization Name:** NORTHERN NEVADA CHAPTER OF THE NATIONAL ASSOCIATION OF RESIDENTIA
- **EIN:** 472400510
- **Tax Year:** 2017
- **Tax Year Start Date:** 01-01-2017
- **Tax Year End Date:** 12-31-2017
- **Submission ID:** 10065520180401720660
- **Filing Status Date:** 02-09-2018
- **Filing Status:** Accepted

MANAGE FORM 990-N SUBMISSIONS