

July 2015

PROGRAM TRAINING OFFICER EDUCATION CALENDAR

Send Email questions or requests to [OMBCLASSES@red.state.nv.us/](mailto:OMBCLASSES@red.state.nv.us)

updated 06/15/15

Date	Time	Class Name	Hours	Objectives	Location
07/01/15	1:30-3:30pm	Robert Rules	2	<ul style="list-style-type: none"> ◦ History: Roberts Rules of Order ◦ How meetings should be conducted ◦ Basic Rules of Parliamentary Procedure 	Bradley Building 2501 E. Sahara Avenue Las Vegas, NV 89104 2 nd Floor Conference Room
07/07/15	1:30pm-3:30pm	Governing Documents	2	<ul style="list-style-type: none"> ◦ Description of Governing Documents ◦ The beginning -Declaration ◦ What's included in the HOA's governing documents ◦ Who the governing document effect ◦ What areas the governing documents speaks towards ◦ NRS statute guidance ◦ The relationship between the governing documents and NRS 116 and NAC 116 	Bradley Building 2501 E. Sahara Avenue Las Vegas, NV 89104 2 nd Floor Conference Room
07/09/15	10:00am-12:00	Understanding Association Violations and Fines	2	<p>Gain a basic understanding of :</p> <p>The HOA's right/duty to enforce the governing documents and impose fines and sanctions for violations of governing documents</p> <p>Executive Board procedural requirements and limitations Rights of unit owner – notice and hearing Rights of unit owner- ability to correct violation Executive Board ability to charge for continuing violations</p>	Sun City Aliante 7394 Aliante Parkway, North Las Vegas, NV 89084 Conference Room
07/13/15	1:30pm-3:30pm	Board Responsibilities (Fiduciary Duties)	2	<p>Gain a basic understanding of...</p> <ul style="list-style-type: none"> ◦ What the executive board does– <ul style="list-style-type: none"> • Protect, maintain, enhance the common elements • Manage the business affairs of the association • Ensure compliance ◦ How the executive board acts– 	Grant Sawyer Building 555 E. Washington Avenue Las Vegas, NV 89101 Room 1412

				<ul style="list-style-type: none"> • Fiduciary duty, good faith, honest belief • The business judgment rule, duty of care • Disclosure and confidentiality 	
07/14/2015	1:30pm-3:30pm	Understanding the role of the Community Manager	2	<ul style="list-style-type: none"> ▶ Gain a basic understanding of... <ul style="list-style-type: none"> ◦ Working Together Unit Owner & Community Manager ◦ Powers of the Association ◦ Responsibilities of a Unit Owner ◦ Rights of a Unit Owner ◦ Educational Requirements to become a Community Manager ◦ Standards of Practice ◦ Hiring a Community Manager ◦ Disputes with Community Manager ◦ Allegations of Misconduct ◦ How to file a complaint regarding a Community Manager 	Grant Sawyer Building 555 E. Washington Avenue Las Vegas, NV 89101 Room 1412
07/16/15	1:30-3:30pm	Are you losing your home? Understanding the Foreclosure process	2	<p>Gain a basic understanding of:</p> <ul style="list-style-type: none"> ◦ Liens, including the super priority lien ◦ Collections in the HOA ◦ Steps Leading to Foreclosure ◦ Foreclosure Process ◦ Right of Redemption 	Grant Sawyer Building 555 E. Washington Avenue Las Vegas, NV 89101 Room 1412
07/20/15	2:00-4:00pm	Bring Harmony to the Association	2	<p>Statutory requirements related to the “best interest of the association”</p> <p>How following the Golden Rule can improve your Association</p> <p>Ways to improve the relationships between the unit owners, board members and community managers</p>	Sun City Desert Vista 10360 Sun City Blvd Las Vegas, NV 89134 Room #3

07/21/15	1:30-3:30pm	Hiring Experts	2	<p>Gain a basic understanding of:</p> <ul style="list-style-type: none"> ◦ Solicitation of Bids ◦ Developing and using a Request for Proposal ◦ Selecting a Provider ◦ Finalizing the Contract ◦ Monitoring the Project ◦ NRS/NAC Requirements and Prohibitions 	<p>Bradley Building 2501 E. Sahara Avenue Las Vegas, NV 89104 2nd Floor Conference Room</p>
07/23/15	1:30-3:30PM	Are you Covered? Insurance for Associations		<p>Gain understanding of NRS 116 statute requirements Suggestion of questions to ask insurance brokers Work to reduce insurance costs</p>	<p>Bradley Building 2501 E. Sahara Avenue Las Vegas, NV 89104 2nd Floor Conference Room</p>
07/27/15	2:00-4:00pm	Understanding Association Violations and Fines	2	<p>Gain a basic understanding of :</p> <p>The HOA's right/duty to enforce the governing documents and impose fines and sanctions for violations of governing documents</p> <p>Executive Board procedural requirements and limitations Rights of unit owner – notice and hearing Rights of unit owner- ability to correct violation Executive Board ability to charge for continuing violations</p>	<p>Sun City Desert Vista 10360 Sun City Blvd Las Vegas, NV 89134 Room #3</p>
07/29/15	1:30-3:30pm	Are you losing your home? Understanding the Foreclosure process	2	<p>Gain a basic understanding of:</p> <ul style="list-style-type: none"> ◦ Liens, including the super priority lien ◦ Collections in the HOA ◦ Steps Leading to Foreclosure ◦ Foreclosure Process ◦ Right of Redemption 	<p>Bradley Building 2501 E. Sahara Avenue Las Vegas, NV 89104 2nd Floor Conference Room</p>
07/31/15	9:00-11:00am	NRS Monthly	2	<p>Monthly review and Discussions pertaining to NRS 116</p>	<p>Bradley Building 2501 E. Sahara Avenue Las Vegas, NV 89104 2nd Floor Conference Room</p>



