

# Silver Bow Owners Association

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**QUARTERLY MEETING –WEDNESDAY, NOVEMBER 20, 2019, @ 1:00 PM  
HAMMOND PROPERTY MANAGEMENT CONFERENCE ROOM**

## **MINUTES**

### **Call to Order**

President Kirk Dige called the meeting to order at 1:00 p.m.

The following Board members were in attendance: Kirk Dige and Lou Halmes in person; Lisa Prugh, Joe Woodmansee, Boyd Teegarden, and Barbara Bozman-Moss via conference call. Corey Meyers was absent.

Also, in attendance were Scott Hammond, Josh Hickey and Katie Coleman from Hammond Property Management (HPM).

### **Board Meeting Minutes for 7/24/2019**

*A motion was made to approve the minutes. The motion was seconded and carried.*

### **Annual Meeting Minutes for 8/30/2019**

*A motion was made to accept the draft minutes for presentation and approval at the 2020 annual meeting. The motion was seconded and carried.*

### **Treasurer's Report**

Halmes presented the Treasurer's Report beginning with the A/R aging report which was under \$10,000 with most of that being in the 1-30-day column. Halmes presented the check register stating there was no unusual activity.

*A motion was made to accept the check register for August 8, 2019 through November 11, 2019. The motion was seconded and carried.*

A discussion was held regarding waiver of interest and penalties for a unit owner who brought their account up to date.

Due to owner requests, the BOD determined to offer an ACH payment option to the ownership effective for January 1<sup>st</sup> assessments.

### **Manager's Report**

Hickey reviewed the manager's report which was included in the packet and focused on highlights.

### **New Business**

**Pool Building Internet** – 3 Rivers eliminated WiFi service in Big Sky as of October 1st. Consequently, Silver Bow lost the free service at the pool building that was an exchange for housing antennas on campus. A decision was made not to move forward with a paid internet account at the pool building.

**Construction Deposit** – A discussion was held regarding implementing a construction deposit prior to unit owners conducting repairs/improvements on their units. It was determined that the existing requirement for owners to remedy any issues on common elements caused by work done to their units is sufficient.

**Unit 67 Gutter Request** – Unit owner requested a gutter extension addition due to a sidewalk installation.

*A motion was made to approve the gutter extension at unit 67 pending pricing. The motion was seconded and carried.*

**Unit 20 Request** – Unit owner requested a downspout chain and rocks installed to divert draining water away from the building. It was determined that HPM will install the rocks and the BOD will revisit the chain downspout in the future.

**Unit 31 Request** – The owner of unit 31 requested more insulation be added to the electrical panel/box in the wall of their building, stucco repairs to the exterior of their building, landscaping rock added to the drip line, and approval of a new chimney cap installation. The BOD determined that they have done the best that they can do for the insulation but will investigate and conduct stucco repairs on all buildings in need and obtain bids for the landscape installation and work to be done in spring.

*A motion was made to approve the chimney cap pending a photo, diagram or brochure of the new cap. The motion was seconded and carried.*

**Officers** – It was determined that a mistake had been made at the annual meeting and Joe Woodmansee should have been up for reelection. The intent was to have him serve on the BOD.

*A motion was made to appoint Joe Woodmansee to his position on the BOD to finish out the year. The motion was seconded and carried.*

*A motion was made to appoint Kirk Dige as President, Joe Woodmansee as Vice President, and Lou Halmes as Secretary/Treasurer. The motion was seconded and carried.*

## **Old Business**

**Project Approvals: Unit 57 closet, Unit 67 closet, Unit 39 deck-** *A motion was made to ratify the approvals that were provided previously via email for these 3 projects. The motion was seconded and carried.*

**List of Owner Contact Information-** Coleman presented the completed owner list to distribute to the membership. The BOD directed Coleman to share the list with owners via email.

**Rules and Regulations Committee-** (Dige/Woodmansee) Dige updated the rules and regulations for the BOD to review and directed Coleman to circulate to the BOD for review and changes, final document to be approved by email.

**Walkways Committee-** (Prugh/Halmes/Dige/Woodmansee/Bozman-Moss) The committee tabled until spring.

**Correspondence-** There was correspondence from one owner commenting on common element and limited common element storage. Said owner asked the BOD to add this topic to the next annual meeting.

## **Adjournment**

*A motion was made to adjourn. The motion was seconded and carried. The meeting adjourned at 2:31p.m.*