

**Minutes of Board of Directors Meeting
For the Association of Unit Owners of
Firelight Meadows
October 30, 2012**

Call to Order

Presiding Officer Jack Eakman calls the meeting to order at 7:55 pm.

Directors in attendance are Chair Jack Eakman of unit V096/441, Garrett Baldensperger of unit V095/433, Sam Geppert of unit C1/120, Kari Gras of units V019/184, A1/85 & B1/155, Annette Stone of unit B12/155, Pride Fisher of unit V014/140 (via conference call) and Scott O'Connor of unit V060/251 (via conference call).

Also in attendance are Curtis Wilson of unit B02/155, Dick Hovde of Hovde Property Maintenance, Scott Hammond, Angie Guinn, Mike Harter, and Kurt Strange all of Hammond Property Management, Accountant Doug Shanley and Communications Coordinator Bethany Davies.

(All Directors will be identified by their last names from hereafter in the minutes.)

Minutes of the Last Meeting

Stone requests a correction to the September 25th, 2012 Minutes under the Solid Waste Disposal System Report. With regard to the trash compactor, in the middle of the paragraph she would like the words "is easier" to be omitted and replaced with "appears to be less expensive". Baldensperger makes a motion to approve the Minutes as corrected. Geppert seconds the motion. All are in favor. None oppose. The Minutes from the September 25th, 2012 Board of Directors Meeting are approved.

Financial Report

Accountant Doug Shanley provides the Financial Report (see attachments or view them on the website: www.hpmmontana.com under the Firelight Meadows HOA tab, *password is FL1234*). Seven units are more two or more quarters late on their association dues; they will be turned over to collections. Several units that have bad debt are going into foreclosure or short sale; this means the association should finally get reimbursed for some of the bad debt owed.

Property Manager's Report

Mike Harter and Angie Guinn provide the Property Manager's Report (see attachments or view them on the website: www.hpmmontana.com under the Firelight Meadows HOA tab, *password is FL1234*). Carpet installation on the Condo D building will commence on Thursday. Carpet installation will begin on Condo C building in two weeks. Hardi Plank has been working on siding warranty work. Hammond Property Management is getting a new website November 15th. The log in information will be the same the layout will change, but should be easier to navigate.

Communications from Unit Owners

Bethany Davies provides the Communications from unit owners.

Schedule Next Meeting

The Board of Directors' meeting is scheduled for Tuesday, December 11, 2012 at 6:00 PM in the conference room at Hammond Property Management.

Adjournment

Meeting adjourns at 8:10 PM

Minutes submitted by Bethany Davies, Communications Coordinator.

Douglas N. Shanley, CPA PC

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10/30/2012

TO: BOARD OF DIRECTORS

10/30/2012

FIRELIGHT MEADOWS HOME OWNERS ASSOCIATION

| | |
|----------------------------|-----------------|
| CHECKING ACCOUNT BALANCE | \$259,458 |
| CD AT BIG SKY WESTERN BANK | \$130,941 |
| CD AT 1ST SECURITY BANK | <u>\$75,000</u> |

| | |
|----------------------|-------------------------|
| TOTAL CASH AVAILABLE | <u><u>\$465,399</u></u> |
|----------------------|-------------------------|

| | |
|---------------------|----------|
| ACCOUNTS RECEIVABLE | \$62,239 |
|---------------------|----------|

THE FOLLOWING ARE LATE TWO OR MORE QUARTERS
THESE WILL BE TURNED OVER TO COLLECTIONS
AT THE END OF THIS QUARTER IF PAYMENT IS NOT RECEIVED
LIENS HAVE BEEN FILED

| | | |
|------|-----------------|------------|
| V47 | CHRIST BOYD | \$1,844.95 |
| V41 | SIDNEY HOLLADAY | \$2,622.72 |
| V108 | STUART KOCH | \$1,658.46 |
| v74 | SEAN MCCARTHY | \$1,658.46 |
| V56 | MARY MEYER | \$2,725.74 |
| V13 | ERIC NELLIS | \$1,918.20 |
| V119 | SUSAN OCONNOR | \$2,468.18 |

| | |
|----------------------|---------------------------|
| TOTAL OF ABOVE UNITS | <u><u>\$14,896.71</u></u> |
|----------------------|---------------------------|

| | |
|--|-------------|
| BAD DEBT PREVIOUSLY WRITTEN OFF COLLECTED IN 2012 BY CBO, OUR COLLECTION AGENCY | \$12,717.74 |
|--|-------------|

| | |
|--------------------------------|------------|
| PARKING INCOME TOTAL THIS YEAR | \$2,340.00 |
| FINES ASSESSED IN 2012 | \$4,590.00 |
| FINES RECEIVED IN 2012 | \$3,590.00 |
| INTEREST INCOME 2012 | \$1,066.51 |

| | |
|------------------------------|------------|
| NEW MEMBERSHIP DUES FOR 2012 | \$7,500.00 |
|------------------------------|------------|

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|------------------------------|-------------|
| BAD DEBT WRITTEN OFF IN 2012 | \$36,789.15 |
|------------------------------|-------------|

| | |
|--|-------------|
| OWNERS TAKING ADVANTAGE OF THE \$24 PER QUARTER POSTAGE SAVINGS 784 INVOICES - 196 OWNERS PER QUARTER OVER 4 QUARTERS THIS YEAR | \$18,816.00 |
|--|-------------|

| CHALETS | | | | | | | |
|---|--|------------|--|--------------------|--|------------|-------------|
| Firelight Meadows Owners Association | | | | | | | |
| Chalet's Budget Overview | | | | | | | |
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| | | | | | | | |
| | | | | | | | |
| Ordinary Income/Expense | | | | | | | |
| Income | | | | | | | |
| Assessment | | 405,280.00 | | 405,280.00 | | 405,280.00 | 0.00 |
| | | | | | | | |
| Total Income | | 405,280.00 | | 405,280.00 | | 405,280.00 | 0.00 |
| | | | | | | | |
| Expenses | | | | | | | |
| Insurance | | 35,870.00 | | 29,891.67 | | 33,357.78 | 3,466.11 |
| Common Area Lawn Care | | 36,822.00 | | 36,822.00 | | 31,968.00 | (4,854.00) |
| Landscap Upgrade - new plants flowers trees | | 6,494.00 | | 6,494.00 | | 6,952.68 | 458.68 |
| Snow Removal & Shoveling Roads & Entry Ways | | 70,584.00 | | 47,056.00 | | 47,000.00 | (56.00) |
| Snow and Ice Removal on Rooftops | | 6,290.00 | | | | | 0.00 |
| Fireplace Maintenance | | 5,712.00 | | 5,712.00 | | 5,525.00 | (187.00) |
| Administrative and Secretary | | 3,536.00 | | 2,946.67 | | 3,755.18 | 808.51 |
| Maintenance & Repair | | 53,720.00 | | 44,766.67 | | 13,127.50 | (31,639.17) |
| Property Manager | | 64,464.00 | | 53,720.00 | | 51,450.00 | (2,270.00) |
| Accounting | | 9,384.00 | | 7,820.00 | | 7,824.60 | 4.60 |
| Legal | | 31,416.00 | | 26,180.00 | | 12,750.51 | (13,429.49) |
| Postage & Delivery | | 13,056.00 | | 10,880.00 | | 349.46 | (10,530.54) |
| Office Expense | | 1,632.00 | | 1,360.00 | | 2,472.52 | 1,112.52 |
| Taxes | | 272.00 | | 226.67 | | | (226.67) |
| Bad Debt Uncollectible | | 13,600.00 | | 11,333.33 | | 23,177.16 | 11,843.83 |
| Meeting Expense | | 680.00 | | 566.67 | | 275.74 | (290.93) |
| PSC - Consultant for Case | | | | not budgeted | | 2,499.53 | 2,499.53 |
| Chimney & Siding Repairs | | | | special assessment | | 7,755.35 | 7,755.35 |
| Subtotal Expense | | 353,532.00 | | 285,775.67 | | 250,241.01 | (35,534.65) |



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Below is the compilation of the weekly reports sharing the specific tasks that have been completed since the last BOD meeting on 9/25/12:

- 9/17/12, Raised flags back to full mast.
- Posted notices regarding deck staining at building A.
- Assisted Williams Civil Division with sewer line repair at 200 CLD.
- Posted notices for regarding upcoming concrete/flatwork repair at the following units: 297 FLD, 305 FLD, 313 FLD, 321 FLD, and 229 CLD.
- Met with Lone Mountain Flatwork to finalize plan for concrete/flatwork repairs.
- Removed hot tub from rear patio at 229 CLD to allow for concrete/flatwork repairs.
- Beehive Builders completed staining of condo decks.
- Assisted homeowner at 199 CLD with adjusting the striker plate on the front door.
- Completed list of chalets in need of window warranty replacement in Starlight drive and passed on to Guy's glass for processing.
- Replaced several ballasts in light fixtures at building A.
- Assisted with dish install at 251 CLD.
- Assisted homeowner at 192 CLD with troubleshooting issues with their water heater.
- Contacted Williams Civil Engineering to get update for scheduling for sewer line repairs at 200 CLD.
- Assisted Lone Peak Electric with changing bulb in street light at intersection of SLD and CLD.
- Checked out 215 CLD and determined scope of work for future dish install per Bling Wireless.
- Assisted Nordic Hot Tub with hooking up electrical service to newly installed spa at 86 CLD.
- Changed out bulbs in flag pole fixtures and FLM sign behind the chalets.
- Discovered that many of the streets lights were not operating due to a thrown circuit in the WFU pump house. Gained access from to pump house and turned on circuit, power to street lights restored.
- Readjusted striker plate on front door at 192 CLD per owner's request.
- Unlocked 9-D per owner's request.
- Lone Mountain Flatwork started demolition and setting forms on chalet patios scheduled for repairs.
- Unlocked 297 FLD per owner's request.
- Replaced broken light fixture at FLM sign at the back of campus.
- Obtained bid from The Flooring Center for re-carpeting at buildings C and D, passed on to the HOA for their review.
- Unlocked 288 FLD for Valley glass per owner's request.
- Re-secured and checked operation of all ice-melt systems on building C.
- Assisted Kenco with installation of new fire suppression control panel at building A.
- Remounted trim around fire suppression control panel at building A.
- Contacted BSFD and notified them that the fire suppression control panel at building A was back online.
- Hung notices at chalets for up and coming chimney/dryer vent cleaning scheduled for Oct 1st – 3rd.

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- Hung noticed regarding new pass policies at all units that will not be receiving new passes.
- 10/1 thru 10/3 assisted Millwork 58 with Chimney/dryer vent cleaning at the chalets.
- Millwork 58 located two chalets with disconnected chimney pipes. Fireplaces at 425 FLD and 465 FLD were posted with "Warning Fire Danger, Do not use" notices until deficiencies are corrected.
- Trimmed siding at backs of 297 FLD, 305 FLD, 317FLD, 321 FLD, and 229 CLD to allow for new concrete patios.
- Lone Mountain Flatwork poured new concrete patios at the follow units: 297 FLD, 305 FLD, 317FLD, 321 FLD, and 229 CLD.
- Delivered ladder to 122 SLD per owner's request so the new wind directional cap could be installed.
- Millwork 58 and I assisted tenants of 311 FLD with excess soot coming from their woodstove blower after the chimney was cleaned.
- Assisted tenant of 259 FLD with woodstove issues, tenant was not heating the flue properly thus filling the building with smoke when trying to light a fire.
- Assisted Kenco with trouble shooting communication problems with fire control panel at building A.
- Reinstalled 12ft piece of missing siding on east end of 82 CLD.
- Worked on checking ice-melt systems at the chalets.
- Assisted Bling Wireless at 337 FLD.
- Assisted owner of 354 FLD with moving a dining table into his unit.
- Turned on heat at 410 and 377 CLD per owners' request.
- Reinstalled wind directional chimney cap at 448 FLD.
- Met with owner of 229 FLD to answer questions he had regarding his new patio and placement of his hot tub.
- Lone Mountain Flatwork finished up flatwork on chalet patios.
- Contacted the Flooring Center and scheduled dates for new carpet install at building C and D.
- Installed foundation vent covers throughout FLM campus.
- Put hot tub back on patio at 229 FLD.
- Assisted of 17-A with lighting the pilot light and operation with their gas fireplace.
- Unlocked 200 CLD for housekeeping per owner's request.
- Unlocked 215 CLD for housekeeper per homeowner's request.
- Put trash can back in garage per homeowner's request.
- Remarked post at parking spot for 19-D per listing agents request.
- Lowered flags to half mast in memory of the late Arien Specter.
- Email WFU to request the pile of pipe near the flag pole before removed from campus prior to winter.
- Notified the following units of upcoming window warranty work: 114, 115, and 122 SLD.
- Shut door on RV in spot #5 of the FLM storage yard. Door appeared to have been blown open by high winds.

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