



*SPC Condominium Association, Inc. (the "Association" or "SPC")
Board of Director's Meeting
December 2, 2009 @ 12 pm
Hammond Property Management Office and via Teleconference*

Minutes

- I. Meeting came to order at 12 pm.
- II. In attendance were the following: Jim Hammelman, Ernie Filice, Brad Fretz, Marty Schuma, and Judy Nilon; Also in attendance from HPM were Scott Hammond and Alison Gregory.
- III. Mr. Hammelman went through some highlights on the budget:
 - Budget may be altered somewhat by work on exterior and building up some reserves.
 - Propane line item sticks out; decided to keep the line item at \$13,000 instead of decreasing it.
 - Mr. Hammond commented that the propane has been filled up twice; we are closer to the \$8,000 right now, not the \$13,000. Mr. Hammond says he is comfortable putting the propane line item at \$10,000;
 - Therefore, Mr. Hammelman suggested we move the \$3,000 from propane, leaving it at \$10,000, and the \$3,000 will go towards the landscaping line item.
 - The pool repair line item will remain at \$5,000; Mr. Hammond will obtain bid for tile strip for pool.
 - Mr. Hammond will also investigate with the state of Montana rules on markers in pools.
 - Mr. Hammond suggested to the BOD that they do the following:
 - Propane Line Item=\$10,000
 - Landscaping Line Item=\$17,000
 - Maintenance Line Item=\$6,000
 - The fire suppression line item is over due to deficiencies that had to be fixed.

- Mr. Hammond discussed with the BOD that he will lower the management fee by 3% to help with the economic times. However, service will remain what it has been. Service will not decrease.
 - Therefore, the budget will drop \$1650. That \$1650 will go towards the landscaping line item to make it \$18,150.
- IV. Mr. Hammelman discussed insurance for SPC; the premium is unchanged; if SPC has another good winter with the ice melt system and there are no leaks, then the premium may be able to be reduced.
- Mr. Hammelman is going to have the insurance renewal date from this point forward to be on a calendar year. Therefore, 1/1 to 12/31 of every year.
- V. Mr. Hammond discussed the ice melt system briefly; HPM turned it on just before Thanksgiving; it is currently running and doing well;
- There were faulty breakers; Mark Tedson with Mountain Home Technology did fix the faulty breakers and it was covered under warranty.
- VI. Mr. Hammelman is going to research obtaining a line of credit for SPC Association to have for extra cash flow if needed.
- Once this is approved and obtained, Mr. Hammelman will sign a resolution not to exceed \$50,000, have the BOD sign, and then email HPM the pertinent information.
 - Another item added to the budget discussion: the accountants should add another line item for interest expense for this line of credit. Therefore, the \$1,000 will come from landscaping. Landscaping will decrease from the \$18,150 to \$17,150; the \$1,000 will be for interest.
- VII. The meeting was adjourned at 1:00 pm by Mr. Filice. Mr. Hammelman seconded the motion to adjourn the meeting; all in favor; motion passed.

✓ **Actions to be performed upon completion of the meeting:**

1. HPM to send email to ownership advising them to keep temperatures at a reasonable temperature during the winter.
2. HPM to obtain bid for tile strip for pool at SPC.
3. HPM to investigate Montana rules and regulations on markers for pool.
4. HPM to send letter to owners in 2010 regarding the pool opening late Summer 2010.

5. Mr. Filice will prepare a letter for HPM to disperse to owners by 12/15/09.
6. HPM to investigate and follow up with Mark Tedson at Mountain Home Technology regarding the failing paint chips. Once contact is made, HPM will let the BOD know the status.
7. Mr. Hammelman will email Ali/Scott at HPM information on the line of credit obtained.