

Silver Bow Owners' Association

Quarterly Meeting – May 15, 2013 @ 5:30 PM
Hammond Property Management

Minutes

Call to Order

The meeting was called to order at 5:36 PM by Presiding Officer Kirk Dige.

In attendance were the following Board members: Kirk Dige, Al Malinowski, Kelly Fried, Tom Angstman and Lisa Prugh. Also present are Steve DiTullio and Bethany Davies of Hammond Property Management.

Absent were Derek Leonard and Dick Lauritzen.

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

Approval of the Minutes

Dige presented the meeting minutes from the February 19, 2013 BOD meeting. Fried made a motion to approve the minutes as presented. Angstman seconded the motion. All were in favor. The motion carried.

Treasurer's Report

Malinowski presented the Financial Report. He began with the A/R Aging Summary and the Profit & Loss Budget vs. Actual from October 2012 – April 2013 noting many maintenance areas may appear to be under budget, but the season for maintenance projects is only just beginning. He is concerned with the amount of money spent on Garbage so far this year. Malinowski then discussed the Check Register. The association has made the second payment toward the roof loan which is slated to be paid for within 1 ½ years. Fried made a motion to approve the Financial Report and the Check Register from February through April 2013. Prugh seconded the motion. All were in favor. None opposed. The motion carried.

Manager's Report

Steve DiTullio of Hammond Property Management provided the Manager's Report (see attached Manager's Report). He met with the Landscaping committee and 46°North on April 10th, 2013 to discuss the landscaping options (see Landscaping Report under Old Business). Mike McCarthy will be painting the buildings and he went ahead and repainted the floor of the laundry room at no charge to the association. Dige added the maintenance and management over the winter went well.

Old Business

Silver Bow Entry Sign

The Board discussed the new Silver Bow entry sign. The sign was not ordered because the Board has been waiting for approval from BSOA. Malinowski has contacted BSOA and found that since the HOA is replacing a sign, they do not have to file a new application. HPM will order the new sign and lighting.

Pool Clubhouse Security

Davies and DiTullio presented the card security system proposal to the Board. It will cost \$2,125 to install the card security system through Security Solutions. The installation will include 100 cards. A contract will cost \$70 per month. Angstman made a motion to install the card reader security system through Security Solutions but not to enter into a contract at this time; each unit will have access to one card and any replacement cards that need to be made will cost the owner \$70 each time. Fried seconded the motion. There was discussion. HPM

will hold the cards at their office until owners come to pick them up. Owners will be required to sign for their cards. Cards will not be provided to owners that are delinquent on their assessments.

Landscaping Report

Angstman provided the Landscaping Report for the Landscaping Committee. The Landscaping Committee walked the campus with DiTullio and 46°North on April 10th, 2013. 46°North created a basic landscape estimate of \$51,982 to completely revamp the landscaping of the Silver Bow complex. The landscaping proposal included moving the sprinklers to allow for appropriate water disbursement, standardizing the edging and the rock, minimal planting. The Landscaping Committee was very impressed with the proposal and felt it would significantly improve the appearance of the complex. It could be established in phases and will only require maintenance after its initial installation. Malinowski made a motion to approve the Landscaping Committee to spend \$12,000 to \$15,000 of the total \$51,982 estimate for 46°North to begin landscaping the Silver Bow complex. Fried seconded the motion. All were in favor. None opposed. The motion carried.

New Business

Discussion of Future Budget Reserve Accounts

The Board discussed the organization of the future Budget Reserve Accounts. Two new reserve accounts could be made – Landscaping and Siding. Currently Sprinklers are a Budget Reserve line item, but could be moved to the Landscaping reserve line item. The Board agreed the reserve line items will be Insurance, Pool, Landscaping, Roof, and Siding.

Correspondence

Dige recommended renting a dumpster during the Labor Day weekend for owners and tenants to dispose of large items such as furniture.

The Board would like to include the cost and installation of a trash compactor in with the design plan for the new pool.

Prugh mentioned the difficulty she is having with the heavy amounts of smoke coming from her neighbors' deck. Joe Rynes of Go Big Rentals has been very thoughtful and responsive in addressing this concern with his renters. Angstman found the following Use Restriction under 6.6 of Article VI of the Restated Declaration for the Silver Bow Owners' Association:

6.6 **Nuisance:** No unlawful, noxious or offensive activity shall be carried on in any Unit or in the Common Elements or shall anything be done therein which may be or become an annoyance or nuisance to the other Owners, their guests or Renters, including without limitation, any offensive playing of any musical instrument, radio, television or other amplified sound or the operation of appliances or machinery inside of any Unit. There shall be no harassment of any Owner, Renter, Manager, contractor, vendor by any Owner or Renter. No Owner, their guests or Renters, shall store any dangerous, explosive or inflammable materials, except firewood, in his or her Unit or in the Common Elements. No violation of law shall be committed in the Property, nor shall anything be done to impair the structural or acoustical integrity of any Unit or the Common Elements. No part of the Common Element shall be obstructed so as to interfere with its use for the purposes herein permitted. Each Owner, their guests or Renters, shall comply with all of the requirements of all governmental authorities, federal, state or local, and all laws, ordinances, rules and regulations applicable to his or her Unit.

Schedule the Next Meeting

The next meeting was scheduled for 12:00 PM on Wednesday, July 24th, 2013 at Hammond Property Management.

Adjournment

The meeting adjourned at 7:12 PM.



hpmmontana.com

**Silver Bow Condominiums HOA
Board of Directors Meeting
May 15th, 2013 at 5:00 PM**

Management Report

February – May 2013

- ♦ Walked the grounds to check for violations
- ♦ Cleaned all trash enclosures
- ♦ Moved a snowmobile that was parked in front of Unit 36
- ♦ Approved a new hot tub cover
- ♦ Investigated the stolen wood from Unit 33's deck on March 8th – there were no leads
- ♦ Fixed an over tightened spigot at Unit 4
- ♦ Discussed the details of the Pool Building Security options with Security Solutions
- ♦ Walked the campus with Landscape Committee and 46 Degrees North to evaluate the landscaping and determine the grounds needs for the coming season
- ♦ Served a violation to Unit 40 for an oil pan and cigarette butts left on property
- ♦ Pruned the lodge pole branches away from Unit 24 chimney and the chokecherry away from the building between Units 51 and 52
- ♦ Hired Mike McCarthy to repaint the common laundry room floor.
- ♦ Compiled a list of decks that need attention (see Silver Bow Walk-through Action List)