

Silver Bow Owners' Association

QUARTERLY MEETING – July 24, 2013 @ 12:00 PM
HAMMOND PROPERTY MANAGEMENT'S CONFERENCE ROOM

MINUTES

Call to Order

The meeting was called to order at 12:05 pm by Presiding Officer Kirk Dige.

In attendance were the following Board members: Kirk Dige, Kelly Fried, Tom Angstman, Al Malinowski, Lisa Prugh, and Derek Leonard. Also present were Silver Bow owner David Ewald and Hammond Property Management representatives Steve DiTullio and Bethany Davies.

Dick Lauritzen was absent.

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

Approval of the Minutes

Dige presented the minutes from the May 15th, 2013 Board meeting. Angstman requested a few changes. *Fried made a motion to approve the minutes with the suggested changes. Angstman seconded the motion. All were in favor; none opposed. 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 to June 2013. The pool building maintenance budget allowed for some money to be spent on outdoor pool furniture. Prugh will work with HPM to research and order new pool furniture. Malinowski presents the Check Register for Board approval. *Fried made a motion to approve the Check Register as of June 30, 2013. Angstman seconded the motion. All were in favor; none opposed. The motion carried.*

Malinowski presented the Proposed Budget for next year. There will be nearly \$3,000 in utility savings due to the decisions made by the Board. However, there will be an increase in snow plowing due to a switch to a new snow plow provider. *Prugh made a motion to approve the Proposed Budget to present to the owners at the Annual Owner's Meeting. Fried seconded the motion. All were in favor; none opposed. The motion carried.*

An additional \$10,000 was discovered unaccounted for. *Angstman made a motion to put this \$10,000 into the roof reserves. Fried seconded the motion. There was discussion. Leonard and Prugh preferred this money go into the pool reserves. Dige and Malinowski explained that money can be moved into the pool reserves at a later time. Angstman, Fried, Malinowski, Dige and Prugh were in favor of the motion. Leonard opposed.*

Dige thanked Malinowski for all of the time and hard work he put into producing the Proposed Budget to be presented to the owners at the Annual Owner's Meeting.

Manager's Report

DiTullio provided the Manager's Report (see attached Manager's Report). He has adjusted many irrigation heads throughout campus. He has also issued several warnings for violations and owners have been receptive to these warnings. The Board noted some violations on property that need to be addressed.

Old Business

Silver Bow Entry Sign

The Board complemented the look of the entry sign, requesting one more solar light to shine on the sign at night.

Pool Clubhouse Security

The Board discussed the new security card system at the Silver Bow pool. They pondered the consequences associated with some owners obtaining two cards, one for the owner and one for their tenants. The Board decided to ratify a previous decision and now no longer allow owners the opportunity to receive or purchase a second security card. When you are renting your unit you are also leasing out the right to use the pool or other facilities with that right. ***Fried made a motion to only allow one security card per unit. Angstman seconded the motion. All were in favor; none opposed. The motion carried.***

Pool Hours of Operation

The pool is open until 10:00 pm every day.

Summer Pool Activity

The Board agreed the new pool card security system has been working well.

New Business

Deck Improvement Letters

All the original decks are likely rotting and need to be rebuilt and stained to match the rest of the complex. The Board will be sending out letters to all owners that need to make improvements to their decks. Owners are asked to stain their decks with Columbia Wood-tech True Cedar stain.

Silver Bow 10 Deck

Silver Bow unit 10 is building a new deck. This deck was not approved by the Board prior to building. Since discovery of the project, the Board has communicated with the owner. ***Malinowski made a motion to approve the construction of the deck at Silver Bow 10. Leonard seconded the motion. All were in favor; none opposed. The motion carried.*** Dige will write a letter of approval to the owners.

There was discussion regarding the HOA finding out if owners have received BSOA or county approval prior to beginning construction work. Dige explained the Board is the first line in the chain of approval. "We make our approval subject to owners receiving BSOA and county approval. That is where the HOA responsibility ends."

Owner Request

Leonard requested approval of the Board for the construction of three separate items:

- 1) Add an egress window to the downstairs bedroom so that occupants can escape if needed.
- 2) Replace the front door facing the parking lot.
- 3) Replace the front porch to match the deck going into Silver Bow 10 with the Columbia Woodtech True Cedar.

Fried made a motion to approve Leonard's three construction proposals. Malinowski seconded the motion. All were in favor; none opposed. The motion carried. Dige will write the letter of approval.

Chimney Reports

The chimneys were cleaned on May 22nd. The chimney reports will be going out to owners shortly.

Annual Meeting Packets

The Annual Meeting packets will be mailed to all owners shortly. Tom Angstman, Kelly Fried and Derek Leonard are up for re-election for Board positions this year.

Correspondence

Karen and John Savage owners of Silver Bow 24 asked for the Boards approval to fix their back deck. The Board approved the project as long as DiTullio finds all of their repairs and paint in compliance with the HOA standards.

Adjournment

Angstman made a motion to adjourn. Dige seconded the motion. All were in favor; none opposed. The meeting adjourned at 2:28 pm.



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**Silver Bow Condominiums HOA
Board of Directors Meeting
July 24th, 2013 at 12:00 PM**

MANAGEMENT REPORT

June – July 2013

- Ordered and installed a new entry sign from Signs & Designs
- Installed a solar light for the entry sign
- Communicated with owners about the pool security card installation
- Organized and oversaw pool security card installation
- Distributed pool security cards to owners
- Posted a violation notice on a camper parked in front of unit 23
- Removed rocks from a bed in the swimming pool area
- Posted a notice on unit 56 for a dog waste violation
- Removed swallows nests from all the buildings around the complex
- Coordinated and oversaw all chimney cleans from Canyon Chimney Sweeps
- Oversaw remodel of unit 7 and their water issues
- Posted a note at SB 53 for a motor bike gas can
- Posted as violation notice at SB 68 for a trailer to be moved
- Coordinated with 46° North to begin landscape project

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