

# Silver Bow Owners' Association

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QUARTERLY MEETING –FEBRUARY 11<sup>TH</sup>, 2015 @ 1:00 PM  
HAMMOND PROPERTY MANAGEMENT'S CONFERENCE ROOM

## MINUTES

### Call to Order

President Kirk Dige called the meeting to order at 1:02 pm.

The following Board members were in attendance: Kirk Dige, Al Malinowski, Lisa Prugh, Tom Angstman, Kelly Fried, and Derek Leonard. Boyd Teegarden joined via conference call. Also present were Hammond Property Management representatives Steve DiTullio, Scott Hammond, Tom Davis, and Michelle Everett.

Kirk brought to the board's attention that an original owner, Jean Hansen, recently passed away. The board expressed their condolences.

### Approval of the November 19, 2014 Meeting Minutes

A few edits to the November 19<sup>th</sup> meeting were discussed.

*A motion was made to approve the November 19, 2014 meeting minutes with edits. The motion was seconded and carried.*

### Treasurer's Report

Al Malinowski presented the Financial Report. He discussed the AR Aging Report, the Profit and Loss and the Check Register.

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

### Manager's Report

Steve DiTullio provided the Manager's Report. There were a few trash issues over the holidays. He thinks it may be a good idea to be more proactive next year. Kirk stated that he moves trash around in the dumpster near his unit. He believes that one of the problems is that the dumpsters are not truly full, but people pile trash in the same area, so they appear to be full. Another issue is that the cleaning companies may be dropping trash from other properties. **If owners are hiring housekeepers, please have them attempt to utilize the space in the dumpsters to the best of their ability.** The board agreed that during the holiday season next year, more trash pickups should be arranged if they are needed.

Steve has been dealing with multiple dog waste complaints. When they are brought to HPM's attention, Steve has been trying to be proactive by posting notices on doors, and reaching out to owners directly.

Steve thinks that the pool area bathrooms need some attention. The showerhead in the men's room is leaking, some areas need caulking, and the concrete needs a coat of sealing. Steve thinks some of these items could be addressed when the work will be done on the entry area. A plumber will be hired to address the shower leak.

## **Old Business**

### Landscaping Committee

The Landscaping Committee consists of Tom Angstman, Lisa Prugh, and Derek Leonard. Lisa was concerned that an owner put in plants that were not put in like the rest around campus. Tom suggested that the committee discuss this and provide follow up at the next board meeting. Derek wants to remove all dead trees, especially the ones killed by bugs. Steve will get a price and assessment from an arborist.

### Pool Committee Update

Derek spoke to Associated Pool Builders, and they have scheduled work to begin the last week of April, weather permitting. They anticipate a four week timeframe to get the pool itself installed. Derek is also working on getting the flatwork scheduled. It was decided that, rather than having a retaining wall with a flat area above it, this area would be sloped toward the pool, and that the fence would be pushed out about 12 feet. This would still provide a large, flat “picnic” area, and will save some money since the retaining wall will be removed. Steve presented two new bids for the fence. It was decided that the pool committee has the final decision on which fencing bid to choose. Al requested the any updated numbers be sent to him. Pool updates will be sent to the board.

### Rules Committee Discussion

The Rules Committee consists of Kirk Dige, Lisa Prugh and Boyd Teegarden. At the November meeting, the board decided that the priorities for rules were outside storage, parking, pets, and the pool area. Rather than sending a letter to all owners about these specific rules, the committee decided to send the full rules and regulations document. This will go out to all owners and rental management companies. Tom will review the process on amending the declarations to allow renters to have dogs.

### Unit 14 Deck

Kirk gave an update on the issue with the deck at unit 14. The owner of unit 13 sent another letter explaining her concerns. The ladder has been removed, so there are two remaining issues: the crossbeams, and the footings. Kirk received a communication from the owner of unit 14 stating that the cross beams are indeed structural. Tom brought up the point that the board approved a deck that was to look a certain way, and that is not what the contractor built.

Scott Hammond suggested sending a letter with photos to the owner of unit 14. The photos should show what was approved to be built as well as what was actually built. The letter will state that the owner is required to fix the deck so that it conforms to the design that the board originally approved. Kirk offered to write the letter, which will be sent via certified mail. When a response is received, Kirk and the management team will meet to determine the next steps.

## **New Business**

### Memorial Tree

The board discussed planting a tree in memory of an original owner that recently passed away. The landscaping committee will take this on. Lisa will send a letter to the family as well.

## **Adjournment**

*A motion was made to adjourn the meeting at 2:52 PM. The motion was seconded and carried.*