

# Silver Bow Owners' Association

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QUARTERLY MEETING – November 20, 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.

The following Board members were in attendance: Kirk Dige, Kelly Fried, Tom Angstman, Al Malinowski, Lisa Prugh, and Derek Leonard. Also present were Hammond Property Management representatives Steve DiTullio, Scott Hammond and Bethany Davies.

Dick Lauritzen was absent.

(Hereafter in the minutes all attendees will be identified by their last names.)

### Approval of the Minutes

*Fried made a motion to approve the minutes. Leonard seconded the motion. All were in favor; none opposed. The minutes from the July 24, 2013 BOD meeting were approved.*

### Treasurer's Report

Malinowski presented the Financial Report (see pages 3-6). He began with the *A/R Aging Summary* as of November 20, 2013 and the *Check Register* as of October 31, 2013. *Prugh made a motion to approve the Check Register as of October 31, 2013. Fried seconded the motion. All were in favor; none opposed. The motion carried.*

Next, Malinowski discussed the Profit & Loss Budget vs. Actual, for both October 2012 through September 2013 and for October 1, 2013 through November 20, 2013. The financials were trending well and the roof loan should be paid off within a year.

Hammond explained that Pat Dillon of Dillon Enterprises who performs the general landscaping and mowing of the property requested a raise. He has not received a raise in several years. The Board will look into negotiating a wage increase.

### Manager's Report

DiTullio provided the Manager's Report (see page 7). He has been sourcing bids for a new pool. Associated Pools out of North Dakota will send different designs for the Board to choose from. The Board established a Pool Committee consisting of Leonard, Fried, and Malinowski. The Pool Committee will find some answers to present to the full membership for approval at the Annual meeting.

The Declarations state that there is only one parking spot allotted per unit. Owners are required to move their vehicles within 24 hours following snow accumulation. If a vehicle has not been moved after 24 hours, the Board has directed HPM to remove it.

### Old Business

#### *Deck Improvement Letters*

Dige will write a draft letter to be sent to owners that need to replace/repair their decks, explaining that it is the responsibility and liability of the owner.

#### *Landscape Committee Report*

Leonard, Prugh, and Angstman will meet for another Landscaping Committee meeting after January 1<sup>st</sup> to discuss the landscaping needs for 2014.

### *Pool Key Cards*

A letter was written to the Board from an owner expressing frustration in only allowing one security card per unit for owners that rent their units. This owner requested one security card for their tenants and one for themselves when they visit.

*Article II, 2.6 Delegation of Use*, the Declarations states: “Any Owner may delegate his or her rights of use and enjoyment of the Common Elements to the members of his or her family, guests, Renters and invitees. However, if any Owner has sold his or her Unit to a contract purchaser or rented it, the Owner, members of his or her family, guests or invitees shall not be entitled to use and enjoy the Common Elements while the Owner’s Unit is occupied by such contract purchaser or Renter.”

The decision of the Board stands; only one security card will be issued for each unit.

### **New Business**

#### *Set Dates for Future Board Meetings*

The 2014 Silver Bow meetings are scheduled as follows:

BOD Meeting – 12:00pm on February 12<sup>th</sup> at Hammond Property Management

BOD Meeting – 12:00pm on May 7<sup>th</sup> at Hammond Property Management;

- Landscaping Walk-through – 11:00am on the Silver Bow campus in front of the pool building

BOD Meeting – 12:00pm on July 23<sup>rd</sup> at Hammond Property Management

Annual Owner’s Meeting – 9:00am on August 29<sup>th</sup> at Big Sky Water & Sewer

#### *Board Member*

Dick Lauritzen deeded his Silver Bow unit to his children so he may no longer be a Board Member. A new Board member will need to be elected at the annual meeting.

#### *Silver Bow Hot Tub*

Leonard would like the hot tub open more often. It is closed for almost two months in the fall and again in the spring. This may mean changing the contract with Sean Lucy of Wild Goose Property Maintenance or finding a new pool operation contractor. HPM does not wish to take any work away from Sean Lucy, explaining that his scope of work is different than what HPM provides for other associations and Lucy does a fantastic job. The Board and HPM will review the current contract and determine what is most important to the Association.

Dige thanked Prugh for assisting with the sale of a Silver Bow unit.

### **Adjournment**

The meeting adjourned at 1:55 pm.