

Minutes of the Regularly Scheduled Meeting of the Firelight Meadows Board of Directors

Firelight Meadows

March 8, 2016

Call to Order

Karen Roberts called the meeting to order at 6:00 p.m.

Directors in attendance were Kari Gras of units 184, A1 and B1, Curt Wilson of unit B2, and Laura Gregory of unit D9. Directors Karen Roberts of unit 319, Annette Stone of unit B12, and Greg Hunt of unit 278 were present via WebEx. Keri Brunner was not present. Owners in attendance were: Steve Cherne, Travis Wangsgard, and Bob and Diana Pailthorpe (via WebEx). Scott Hammond, Tom Davis, and Katie Coleman of Hammond Property Management (HPM) were also in attendance.

Minutes of the Last Meeting

Gras made a motion to approve the minutes of the February 9, 2016 meeting and Wilson seconded. Roberts made an edit to the minutes regarding the late fee discussion. All were in favor to approve the minutes as amended and the motion carried.

Schedule Next BOD Meeting

The next BOD meeting will take place on April 12th, 2016

Property Management Report

Palmer presented the Property Management Report. He stated that HPM has fully implemented Full Focus. He then discussed some of the maintenance items that HPM has been working on including: roof shoveling, snow and slush removal, trash compactor maintenance, alarm panel issues, and parking and rule enforcement as needed. Hammond stated that he spoke to West Fork Utilities about concerns that arose following a significant water pipe break at the Yellowstone Club. WFU employees explained to him that there are no known issues with the FLM water and sewer infrastructure. With the chlorination and filtration of the water, along with a bacterial alarm, the water is very safe. Hammond also explained that the HardiPlank representative and the painting contractor were scheduled to meet during the first week of April, but this meeting will be pushed back to mid-April.

Snow Report

Gregory presented the Snow Report. She stated that HPM continued to do a good job with snow removal. She asked Palmer how the roof shoveling was going. He and Hammond explained that with the recent warmer weather, it has been very manageable.

Newsletter/Website Update

Hunt explained that the website will be updated when it changes over to Full Focus.

Old Business

Ratify Vote on Not to Paint Chalet Window Trim

An email vote was held regarding painting of the window trim. A vote was held to ratify the email vote. All were in favor to not paint the chalet window trim.

Update on Parking Rule Enforcement

Gras provided an update on parking rule enforcement. She met with Hunt, Wilson, and Hammond. They brainstormed the implementation of three phases of parking enforcement. She sent out their ideas to the rest of the board for feedback. Roberts asked the board about the decision to designate the roads as fire lanes. Gras explained that she spoke to the Big Sky fire chief, and he is fully in support of this decision. Gras also spoke to the Gallatin County Planning department and the Gallatin County Roads department, who explained that it must be documented in the minutes that the board has decided to designate the roads on campus as fire lanes. Roberts asked about signage costs. Hammond stated that he doesn't expect signage to cost more than \$500-\$600. He will get quotes on the signage. Roberts and Gras will work on sending a vote out via email and will communicate this vote with the fire chief to document the approval of the board. Roberts then asked Hammond how the parking pass system is working. Palmer explained that the pass system works, and

most of the residents do not abuse the parking pass system. It was agreed that each unit should receive two parking passes and one visitor pass. Roberts explained her opinion that every vehicle should be registered with HPM. Gras looked into a program called Parking Boss to assist with visitor parking. She explained that with this program, each unit has a QR code that a unit's guest scans and enters their information. Then HPM can look vehicles up via their license plates to determine which unit the vehicle belongs to, and how long they have been parked on campus. Roberts stated that she believes that spots should be designated as visitor parking. Wilson stated that he believes the main priority should be removing vehicles without passes and vehicles parked in improper spots. Hammond stated that visitor parking will continue to be an issue, but cracking down on vehicles without passes will help alleviate this. It was decided that the parking pass program would continue to be executed.

The discussion was opened up to unit owners. Cherne presented an idea that does not include parking passes. Each Chalet resident would be required to park in their garage and driveway, and the overflow spaces would be for visitors only. No one would be allowed to park in the visitor spaces from 2:00 am to 5:00 am. Wangsgard suggested that rather than being assigned a visitor hang tag, each unit should be required to use the paper parking passes that are currently being used, as it is less likely that these would be abused compared to the hang tags.

Hunt made a motion to move ahead with the recommendations sent out by the parking committee. Wilson seconded the motion. All were in favor and the motion carried.

A town hall style meeting will be held on March 22nd so that owners would have the opportunity to express their opinions on the plan for parking rule enforcement.

Update on Survey Regarding Annual Meeting Date

Wilson will work with Gras to finalize and send out the survey for the annual meeting date.

Resolution Regarding Accounting Changes

Roberts presented the resolution regarding accounting changes. She will circulate it to the board members for their signatures.

Painting of Unit AB – Administration Building

Roberts received a bid from Moonlight Painting to paint the administration building, which was \$5,250. Davis passed the bid along to West Fork Utilities. Roberts would like to include this bid with the painting contract, and would like to obtain an agreement for WFU to reimburse the Association for the painting of the building.

Condo Deck Staining

Roberts explained that the condo decks are a limited common element, so condo owners with decks should be responsible for the cost of staining their decks. This is not how it has been done in the past as it has been included in the budget. Roberts also explained that in the past, decks were stained on a rotation. Since all of the buildings are being repainted, Roberts believes that all of the decks should be stained at this time as well. Stone suggested doing just the vertical surfaces to lower the cost but maintain the aesthetics. The concern with this solution is that the floor of the decks could be damaged without the protective stain. Roberts explained that if the maintenance of the decks continues to be treated as a general common element, this should be clarified in the Declaration.

Wilson made a motion to designate the decks as a general common element for the painting project. Gras seconded the motion. All were in favor and the motion carried.

Wilson made a motion to stain the entire deck surfaces. Gregory seconded the motion. All were in favor and the motion carried.

Moonlight was selected as the contractor to stain the condo decks. Some funds may be moved from mold mitigation to help cover the cost of the deck staining. Roberts, Shanley, and Wilson will look into other funding options.

Trash Management

Gras explained her concerns with trash management. She has observed bags of garbage left out, bicycles, signs, etc. Hammond also explained that there has been construction trash as well. Hammond suggested installing cameras to attempt

to see license plates and report the findings to the police. Gras will ask the sheriff's office if this is a good option. Hammond will obtain a quote for a camera system. The trash concerns will also be included in the newsletter.

Declaration Rewrite Update

Roberts and Hunt have been working on the Declaration rewrite. They have been focusing on increasing specificity on many items, but would like to allow the board flexibility on other items.

Update on RV Parking

Coleman explained that Michelle Everett will send a spreadsheet to Shanley so that owners that are renting long term RV spaces can be invoiced on the April 1 assessments.

New Bank Account

Wilson explained that he has opened a money market account which requires a resolution and a signature. As secretary, Stone needs to sign it. Wilson will work with Stone to get her signature.

Owner Comments

Cherne commented on the deck staining. His concern was that by staining all of the decks this year, it will be a big expense in four more years, since there will no longer be a rotation. Roberts clarified that the Declaration states that decks are a limited common element and therefore the responsibility of the unit owners. He also stated concerns with dogs off leash around campus. Hammond and Coleman explained that if he can send a photo and unit owner, they will send rule violations to the owners.

New Business

Invoice Approval Process – Tabled from February 9

Wilson explained the invoice approval process. He stated that HPM approves the invoices before they are paid, and the Association pays invoices once per month. He and Roberts have worked on a resolution allowing for two payment cycles per month, as well as outlining the invoice approval process. Roberts and Wilson will work on this resolution more before presenting it to the board for approval.

Deck Staining versus Painting

Gras asked the board's opinion on staining versus painting. Some concerns on the staining flaking off were discussed. Wangsgard stated that he has worked with opaque stains, and that paint would have the same effect without the flaking. Roberts stated that if the surface is properly prepped, flaking will not be an issue. Stone and Roberts will look into this further to ensure that the proper product is applied.

Adjournment

Gras moved to adjourn the meeting. Hunt seconded the motion. The meeting adjourned at 8:23 pm.



Annette Stone, Secretary

5.12.16

Date