

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

Firelight Meadows

August 9, 2016

Call to Order Karen Roberts called the meeting to order at 6:18 p.m. The start of the meeting was delayed due to technical difficulties with WebEx.

Directors in attendance were Curt Wilson of unit B2, Kari Gras of units 184, A1 and B1, Laura Gregory of unit D9, and Greg Hunt of unit 278. Director Karen Roberts of unit 319 was present via WebEx. Directors Annette Stone of unit B12 and Kerry Bruner of D5 were absent. Owners Jeff Alger, Steve Cherne, and Vance and Anneloes Morosi (via WebEx) were also present. Also in attendance were Doug Shanley, CPA (via WebEx) and Scott Hammond, Tom Davis, and Michelle Everett of Hammond Property Management (HPM).

Minutes of the Last Meeting

Roberts stated that, according to Robert's Rules of Order, approval of minutes and adjournment do not require a motion or a vote. She then asked if rest of the board had any corrections to the July 18th minutes as presented. None of the board members had corrections, and the minutes were approved.

Schedule Next BOD Meeting

The next BOD Meeting will take place on September 9th following the Annual Meeting.

Final Draft 2017 Budget Approval

Roberts discussed the allocation of the common expenses. She explained that in years past, the common expenses were not split the way that the Declaration instructed *. She explained that the 2017 assessments will be congruous with what the current Declaration states. Kristin Brown, the Association's legal counsel, suggested to Roberts that two town hall meetings be held to discuss options for budget allocations including the way the allocations have been done in the past, how the current Declaration states, or a new method such as basing assessments on square footage. Wilson asked if delinquent water and sewer costs were included in the draft budget. Roberts stated that they weren't, and the board agreed to add \$3,264 to the bad debt line item to cover this potential expense.

Hunt made a motion to accept the draft budget as corrected. Wilson seconded the motion. All were in favor, and the motion carried.

* Although not stated in detail during the meeting, for clarity purposes, the following explanation regarding the allocation of prior common expenses is included in the minutes:

Prior boards made the decision to split the following costs based on building size and upkeep area around the buildings:

- Insurance—Chalets 76.5% and Condos 23.5%
- Lawn care and landscaping
 - 2014—Chalets 80% and Condos 20%
 - 2015—Chalets 70% and Condos 30%
- Roof and siding reserves—Chalets 80% and Condos 20%

Per the Declaration, however, all expenses related to the common elements are to be split equally, which equates to Chalets 63% (136/216) and Condos 37% (80/216).

Property Management Report

Davis discussed the Property Management Report. He began with an update on the painting project. He explained that they had made good progress in July, and that HPM has received a lot of great feedback from owners about the painting. He stated that HPM is compiling a punch list of items that need to be addressed by the painters before the project is finalized. Davis then discussed some other projects, including the completion of mold mitigation work, finishing up dryer vent and chimney cleans, spraying noxious weeds, and securing temporary parking rule signs. He then stated that progress has been made in regards to parking rule enforcement. Roberts asked if Davis had received an estimate from a contractor to do some edging work around campus. Davis did not have an update at the time he presented his report, but expected it to come in before the meeting ended. Gras asked about the sump pump work mentioned in Davis's management report. Davis and Roberts explained that one new sump pump was installed, and it was determined that the moisture in another unit's crawlspace could be resolved by adjusting the downspout.

Landscape Report

Gregory presented the Landscape Report. She stated that the due date on ordering shrubs to be installed on campus was approaching. Gras stated that Chokecherries could be purchased for \$300 each and Potentillas could be purchased for \$37 each, including installation. Gregory and Gras will work on a landscaping report for the Annual Meeting.

Newsletter/Website

Hunt explained that the website was still a work in progress.

Legal Report

Roberts stated that most of the legal costs revolve around the Declaration and By-Law revisions, and that there was not much else to report on.

Communications form Owners

Roberts discussed a communication from a chalet owner regarding late night and early morning noise, parking issues, and items stored on the back patio. The owner had contacted the sheriff's office about the noise, and Everett stated that she issued the offending unit both a written notice and fine for the storage violations.

New Business

Privacy Fence Approval

The owners of chalet 260 requested approval to install a privacy fence between their unit and the neighboring unit. The board agreed to approve the request as long as it is built identically to the existing privacy walls.

Gras made a motion to approve the installation of a privacy fence at unit 260 as long as it is in compliance with the privacy fences that have already been installed throughout the chalets. Hunt seconded the motion. All were in favor and the motion carried.

Everett stated that the owner of chalet 314 asked if she could install a privacy fence at the end of her building, rather than between her unit and the unit she shares a wall with. The board discussed the pros and cons of allowing this, and potentially setting a precedent.

Gras made a motion to allow the owner of chalet 314 to install a privacy fence at the end of the patio that is not shared with a neighbor. Gregory seconded the motion. Gregory, Gras, and Wilson were in favor. Hunt was opposed. The motion carried.

Fine Structure

Roberts then discussed the fine structure for rule violations. The fine structure is currently \$100, \$300, and then \$500. The board agreed to keep the fine structure the same moving forward. Roberts will draft a resolution outlining the fine structure.

Website Content

Roberts asked what content the board would like to see on the website. Wilson stated that he would like all of the minutes on the website. Roberts stated that she thought two or three years would be sufficient, along with a message stating that if owners would like to see older minutes they could be sent on a case by case basis. Hunt suggested keeping the current year's minutes available on the main page, and having an archive folder with previous years' minutes. Roberts also stated that the quarterly financial reports should be uploaded as well. Roberts would like the rules and regulations, Declaration and Bylaws, board resolutions, insurance, and newsletters uploaded as well.

Davis received the estimate regarding the edging around campus, and presented it to the board. The project will cost a significant amount, and Roberts asked if the board felt like this project should be done in the next year or two. Hunt stated that he felt that the funds could be used for more important projects. Gras suggested that the gravel be removed from the beds and to let them return to grassy areas. Roberts was concerned that these areas would be taken over by weeds. Hammond suggested doing some work each year to areas that are egregious, and fund this work with a separate line item annually. Gras and Gregory will work on a plan for the annual meeting.

VP Position

Roberts stated that the board has discussed adding a board position for Vice President, who would act as a successor for the President. The board members agreed that this position should be created, and filled by an existing board member. They also agreed that it might be beneficial to expand the board to eight or nine members. Roberts informed the group that Kerry Brunner resigned from the board. Roberts stated that the Declaration allows for the board to appoint a replacement for any board member who resigns before the end of their term. She asked that if anyone knows of someone who would be willing to complete Kerry's remaining two-year term to let her know. If no one is found prior to the annual meeting, then Kerry's replacement will be filled at that time. Roberts also reminded the board that the Declaration specifies that number of board members is to be determined at each annual meeting prior to the election of any board members. Gras expressed interest in the Vice President position.

West Fork Utilities Update

Roberts and Hammond had a conference call with the owners of West Fork Utilities (WFU). The sewer system has had ongoing issues with the amount of organic matter that is being released into the system. The system has not met the discharge limit of WFU's permit in the last eight quarters. If the situation is not remedied, the Department of Environmental Quality (DEQ) can fine WFU and take steps to ensure that they are operating within the limits of their discharge permit. The permit expires in 2018, so the situation needs to be fixed in less than two years. WFU presented two options. The first option is to expand the current septic system, which would cost approximately \$500,000. This would be paid for by WFU, with the costs being passed on to FLM owners through rate increases. The other option would be FLM purchasing the water and sewer system from WFU and tying in to the Big Sky Water and Sewer District. This would be contingent on approval from the Big Sky Water and Sewer District (BSWS), and may be very expensive. In addition to the cost of buying the current system from WFU, there will also be a connection fee per unit and potentially costs associated with adding infrastructure to connect to the BSWS system. Representatives from WFU will be present at the Annual Meeting to answer questions. Hammond, Roberts, Hunt and Gras will work on a plan to pursue the BSWS option.

Board Policy Regarding Correspondence

Roberts stated that with the increase in parking rule enforcement, more board correspondence has been coming in. She expressed that she would like all correspondence to be funneled through the

firelightmeadows@hotmail.com account. She stated that as president, she should be the board member who responds to all correspondence that is received. She will then keep the board informed of all such correspondence and invite their input when appropriate.

Other Business

Gregory stated that the flags on campus are getting very worn. Everett will look into ordering new flags.

Adjournment

The meeting adjourned at 8:48 PM.



Annette Stone, Secretary

10/27/2016

Date