

Silver Bow Owners' Association

QUARTERLY MEETING – July 27th, 2016 @ 1:00 PM
HAMMOND PROPERTY MANAGEMENT'S CONFERENCE ROOM

MINUTES

Call to Order

President Kirk Dige called the meeting to order at 1:05 pm.

The following Board members were in attendance: Kirk Dige, Al Malinowski, Tom Angstman and Boyd Teegarden. Joe Woodmansee joined via conference call. Lisa Prugh and Scott Hammond were unable to attend.

Also present were Hammond Property Management representatives Tom Davis and Katie Coleman.

Approval of the May 11, 2016 Meeting Minutes

A motion was made to approve the May 11, 2016 minutes with noted changes. The motion was seconded and carried.

Treasurer's Report

Malinowski presented the Financial Report and stated that the report is earlier in the month than normal due to the preparation of material for the annual meeting packet and required date for mailing. Therefore, the AR Aging focus was on accounts greater than 60 days and there were no new accounts that were significantly in arrears at the time of the report. Malinowski will address accounts in arrears if and when need be. Dige gave an update on a preexisting outstanding account. Malinowski requested to discuss the P&L further in the proposed budget discussion. There were no questions on the check register.

A motion was made to approve the check register for May 1st- July 26th. The motion was seconded and carried.

Manager's Report

Davis shared the Manager's Report. The report reflected routine managerial items and, in addition, installation of a new pool heater and the replacement of the hot tub cover. Davis suggested putting a permanent pole in the ground to support the sun shade for the pool. Pet waste stations and signs were installed along Black Otter Road. Bird deterrent test strips were applied to the building of units 43 and 44 with no evidence of new nests being built.

Old Business

- a. **Silver Bow #14 Deck-** Dige reported that the structural soundness of the deck and the engineered plans to remove the cross braces have been agreed upon by both parties involved. However, no work will begin until the details of the landscaping around the concrete footings/piers are agreed upon. HPM will add fill dirt and plant grass seed around the concrete footings. At the same time, HPM will fill holes remaining from the removal of a deck at Unit 12 by a previous owner years ago.
- b. **Landscaping Committee-** Angstman presented the long range plan created by 46 North. The group decided to prioritize identified areas to be addressed in phases of tree planting.

- c. **Pet Amendment Committee-** Teegarden presented the letter that will be sent out in the annual meeting packet proposing the pet amendment. A ballot will be added to the packet along with information regarding the requirement for this amendment to pass.
- d. **Election of Board for Annual Meeting-** The board determined that Joe Woodmansee's term is up and he will run again. There are two other seats to fill at the annual meeting, those of Kelly Fried and Tom Angstman.

New Business

- a. **Bird Deterrence-** The group directed the installation of bird deterrents to begin in the fall when the birds have left their nests. It was also suggested that HPM look into adding bird houses along the perimeter bordering the wetlands to encourage nesting away from the buildings.
- b. **Pool Maintenance Contract-** A discussion was held regarding the current pool contract. No action was taken.
- c. **Other-**
 - i. **Unit 5 Deck-** Angstman will present his deck plans when he receives them, (including a drawing or picture to be voted on via email) which will remain in the same footprint and style of the current deck, however eliminate two posts.
 - ii. **Pool Fence Painting Bid-** It was determined that the staining of the pool fence will be postponed until an undetermined, future date.

Proposed Budget for Fiscal Year 2016-17

Malinowski presented the preliminary proposed budget for 2016-17 and a few questions were addressed. There was a \$5,000 increase in expenses mainly due to an increase in building maintenance, allowing for regular building maintenance, the bird deterrence project and redoing the doors on the garbage enclosures. The overall budget remained the same with no increase in assessments to the owners. *A motion was made to approve the preliminary 2016-17 budget. The motion was seconded and carried.*

Proposed Annual Meeting Packet

Dige reported that he will address election of officers and the ballot for the pet amendment in his letter to the association. A request was made to offer a video conference option for the annual meeting. Katie will research that option.

Correspondence

None

Adjournment

A motion was made to adjourn the meeting at 2:54 PM. The motion was seconded and carried.