

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

Firelight Meadows

December 12, 2016

Call to Order

Karen Roberts called the meeting to order at 6:06 p.m.

Directors in attendance were Karen Roberts of unit 319 (via WebEx), Curt Wilson of unit B2, Kari Gras of units 184, A1 and B1, Laura Gregory of unit D9, Steve Cherne of unit 308 (via WebEx), and Greg Hunt of unit 278. Owner Steve Miller of unit A19 was also in attendance via WebEx. Scott Hammond, Mike Palmer, Dustin Long, Michelle Everett, and Katie Coleman of Hammond Property Management (HPM) were also in attendance.

Minutes of the November 17, 2016 Meeting

Roberts discussed an edit to the November 17 Meeting Minutes. No other corrections were discussed, and the minutes were approved.

Schedule Next BOD Meeting

The next BOD Meeting will take place on January 10th at 6:00 PM.

Property Management Report

Palmer discussed the Property Management Report. He noted that his main focus has been preparing for the winter season. This included turning on the heat tape around campus and turning on the crawlspace and hallway heaters in the condo buildings. Palmer also noted that a camera had been installed at the compactor area in an attempt to reduce trash issues. Palmer then discussed the Christmas lights. He stated that some of the GFI outlets were not wired correctly, so it has been a challenge getting the lights to work. He then stated that Lone Peak Electric assisted with addressing the streetlights that were not working.

Snow Removal Report

Gregory discussed the snow removal report. She stated that the shovelers had done a great job. The chalet owners agreed that snow removal was going very well so far. Wilson asked that the shovel crew be reminded to shovel in between the parking blocks in front of the condos. Cherne asked if there had been issues with people parking in the way of the plows. Hammond stated that it has been very frustrating and difficult for his plow crew.

Newsletter/Website Report

Hunt did not have any updates for the Newsletter/Website Report.

Legal Report

Roberts provided the Legal Report. She noted that she had worked with Kristen Brown regarding the proposed changes to the Declaration. They will be working on the changes to the Bylaws soon as well. Their goal is to have the summary of changes ready to present to the board at the next board meeting. Roberts then explained that there are times that Brown has consulted with another attorney about some HOA issues. Brown suggested engaging this attorney as co-counsel. The board agreed that this would be beneficial as long as there isn't duplication of duties. Roberts will ask both attorneys to attend the next board meeting so that the board can ask them questions directly.

Communications form Owners

Roberts presented the Communications from Owners. She stated that she had communicated with two owners regarding parking on campus. She then discussed a communication that was received from an owner involving suspicious behavior. The owner has a doorbell that has a video recorder. The recorder caught two men that appeared to be intoxicated and drinking something out of a paper bag approach her door. They attempted to open the locked door without ringing the doorbell. Roberts added that her daughter and grandson experienced suspicious behavior as well. Gras will discuss this behavior with Sargent Kelly with the sheriff's office.

Old Business

Discuss/Ratify Invoice Approval Process

Roberts presented an updated draft of the invoice approval process. She made several changes that had been requested by other board members. The board agreed to the changes that were presented.

Security Company Update

The board discussed this during an executive session.

Survey Results

Gras presented the results of the survey that were sent out. 61% of unit owners responded. The board will follow up with the owners that did not respond.

Replacement of Condo Hall Lights Update

Cherne discussed the condo hall lights. He has discussed the project with a contractor and would like to look at the lights when he is on campus. He spoke about some concerns including the amount of lumens that are needed, drywall work, painting, and rewiring. Cherne and Palmer will get together when Cherne is back in town to discuss these concerns and come up with a plan.

Installation of a Fence to Enclose RV Parking Area

Roberts asked Wilson if there were revenue funds from the 23 long-term rental spaces to build a fence around the RV parking area. Hammond stated that a fence would hinder snow removal as a great deal of snow is stored in the RV parking area. Hammond will obtain a quote to add fencing.

Security Camera for Compactor Area (Continued)

Palmer discussed a bid to install a security camera system around the compactor area. Palmer explained that there would be two or three motion-activated cameras installed around the compactor that are connected to a server. The cameras would be able to capture license plates as well as people dumping improper items. Palmer would be able to access the footage at any time. Miller asked if maintenance was included. Palmer stated that the cameras are designed to be outdoors and don't require much maintenance. Hammond stated that HPM could provide some basic maintenance to the system. Cherne asked what would be done if someone was caught using the compactor illegally. Hammond stated that the sheriff's office would be contacted.

Hunt made a motion to move forward with the installation of the security cameras. Wilson seconded the motion. All were in favor and the motion carried.

Roberts will contact West Fork Utilities to obtain permission to install a server and camera.

Potential Change in Allocation of General Common Elements

Roberts discussed the allocation of general common elements. With the current method, each owner owns and is assessed for .463% of the general common elements, as laid out in the Declaration. Some condo owners feel that this is unfair since their units are significantly smaller than the chalets. Roberts presented a document that shows what each type of unit owner would pay if the assessments were based on square footage. This change would also affect the voting rights of each owner as well. This topic was discussed at the Annual Meeting, and

the chalet owners present were in favor of changing the allocation to be based on square footage. The board also discussed which items are general common elements. They are listed clearly in the Declaration.

New Business

Checks for American Bank Reserve Account

Wilson explained that he used some blank check stock to write checks from the reserve account for the painting project. He did not want to use the online bill pay system since there is a fee involved and did not want to order checks since checks are not written from the account very often.

Wilson made a motion to use counter checks when making payments from the American Bank Reserve Account. Hunt seconded the motion. All were in favor and the motion carried.

Discuss Infestation Policy

Roberts discussed a recent bedbug infestation in the chalets. It was agreed that the HOA should notify all units in the building when an infestation is discovered. The board also agreed that unit owners should be required to report any infestations to the HOA when they are discovered.

Adjournment

The meeting adjourned at 7:58 PM.



Annette Stone, Secretary

3.17.17

Date