

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

Firelight Meadows

September 15, 2015

Call to Order

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

Directors in attendance were Karen Roberts of unit 319, Kari Gras of units 184, A1 and B1, Curt Wilson of unit B2, Kerry Bruner of D5, Annette Stone of unit B12 (via WebEx), and Laura Gregory of unit D9. Owners in attendance were Greg Hunt of Unit 278 (via WebEx), Steve Cherne of Unit 308, and Ruby Delzer of 269. Scott Hammond, Tom Davis, Mike Palmer, Allison LeBlanc and Michelle Everett of Hammond Property Management (HPM) were also in attendance along with Doug Shanley (via WebEx).

Minutes of the Last Meeting

Wilson moved to approve the minutes of the August 4, 2015 meeting and Gras seconded. All were in favor and the motion carried.

Financial Report

Shanley provided the financial report. He advised that liens have been placed on all properties with past due utility bills. There was then some discussion about the lien process. Roberts will research whether or not liens expire after a certain time period and if it will be necessary to re-lien. She also advised that the board has adopted a resolution regarding the lien process and will work to pass resolutions to make all owners aware.

Wilson mentioned the bill pay process and advised that as treasurer, he will begin double checking all financials and reviewing any extra charges.

Schedule Next Board Meeting

The next board meeting will be held on October 13, 2015.

Secretary Election

Catherine Gilb has sold her unit, so election is needed to replace her as the Secretary of the board of directors. Roberts gave a brief description of the role and advised that the main project that the secretary will be responsible for is the maintenance of permanent records.

Gregory moved to elect Annette Stone as Secretary and Gras seconded the motion. All were in favor and the motion carried.

Property Management Report

Hammond discussed the property management report and advised that there have been no major developments or changes since the annual meeting. Hammond mentioned that HPM is looking into a software/database system that will benefit all the HOA's they manage, but especially be beneficial for Firelight in regards to the rule violation features. This system will provide a much more efficient, uniform way of sending rule violations and the tracking involved would be a major improvement. The board is invited to sit in on a demo of the program so they can get a better idea of its features and how it works.

Hammond then addressed the comments that were made at the annual meeting about the HPM team. During the annual meeting, some owners accused Hammond employees of never being on campus and advised that they feel nothing is being done about rule violations. He wanted to make it clear that the HPM team devotes extensive amounts of time to Firelight on a weekly basis and are doing everything in their power to stay on top of rule violations while simultaneously dealing with everything from the RID, siding project, trash compactor maintenance, landscaping, inspections, etc.

Legal Report

Karen announced that she has signed a letter of engagement with Kristen Brown for the rewrite of the Declaration. She then briefly discussed the liens that were placed on properties with past due utility bills. She advised that proper notification of the liens have been sent to all owners.

Communication from Owners

Roberts discussed a situation with an owner regarding the negative drainage at his unit. She stated that after some communication back and forth, it has been decided that the HOA will have an engineer look at the problem and determine whether or not the negative drainage is causing settling in his unit. She wanted to make it clear that the board does take owner issues seriously and will address issues appropriately.

Roberts then brought up the request from an owner for the association to sign up for recycling once the town recycling center has been removed. This was in response to an article in Explore Big Sky about the minimum threshold for single stream recycling pick up in Big Sky. After some discussion, all were in agreement that because of the costs and management involved, it is not a practical option for Firelight.

Old Business

Approve New Exterior Paint Color Schemes

The vote held at the annual meeting approved a color change from the current paint scheme. Gras moved to accept the paint colors selected by the paint committee, and presented at the annual meeting, for the 2016 exterior painting project. Wilson seconded the motion and it carried with all in favor.

Use of Reserve Funds for Exterior Painting

Roberts explained that \$150,000 of the reserve fund could be used towards the cost of the exterior painting project, bringing the total special assessment per unit to \$1,050. This was possible because by changing the date of siding replacement on the long-term maintenance schedule from 40 years to 50 years, it allows \$150,000 of the reserve to be used now. There was some discussion about the potential benefits and/or downsides to save the money rather than to using it now.

Bruner made a motion to ratify the decision to take \$150,000 from the reserve to be used for the 2016 exterior painting project. Gregory seconded the motion and it carried with all in favor.

Review Cash Flow Report/Maintenance and Repairs Needed for 2015

Roberts briefly reviewed the cash flow report and explained that although it shows an overage in assessment income, there are maintenance and repair items that need to be completed in 2015 and have not been accounted for. This includes the cost of engaging an appraiser and attorney to look into the possible WFU purchase, deck staining, fence repair, and dryer duck cleaning.

Update on RV Parking

Gras presented the current recommendations from the RV parking committee. They recommend any RV parking options be available only to owners and to have (10) short term spaces to be rented on a weekly basis at \$50 per week, (7) spaces available for vacation rentals, and the remainder to be long term at \$240 per year with a July 1st renewal date for all. She also discussed possible options for handling the wait list but advised they have not come up with a final decision. Roberts advised that once the plan is finalized, it is important that it be transparent and equitable. In addition, the plan must be in place prior to the rewrite of the Declaration so that moving forward, they can be sure to follow the Declaration.

Use of Speed Bumps

Roberts told the board that she reached out to Jack Schunke regarding the placement of speed bumps on the newly surfaced roads and parking lots on campus. Schunke stated that although the installation of speed bumps would not necessarily cause a lot of damage to the roads if they were bolted outside of the drainage area, the road office discourages their installation because of possible liability issues arising from potential personal injury related to the speed bumps. Because of this situation, he discouraged the installation of speed bumps but said that he would pursue the issue if we want him to do so. If we do install the speed bumps, we would need to install "Speed bump ahead" signs warning of each speed bump. The group then discussed the potential issues that may result from not having speed bumps on campus. All

were in agreement that it would be best to refrain from re-installing speed bumps in order to avoid any damage to the recently completed road work. HPM will monitor the situation next summer and report the findings. Roberts will also look into the status of the posted speed limit to find out if it is official, and therefore enforceable.

WebEx

After a brief discussion, the group decided to keep using WebEx because users do benefit from the functionality of viewing documents being discussed during meetings.

Rule Enforcement Expectations

The group discussed the current state of rule enforcement, the board's expectations of HPM, and areas for improvement. Hammond advised that he is looking into different options to improve rule enforcement such as random patrols, breaking up HPM employee schedules to include more after-hours patrols, and the possibility of engaging an outside security company. After some discussion, all were in agreement that HPM should focus on enforcing the obvious infractions. Due to the difficulties involved with parking enforcement, the board and HPM will need to work towards clarifying enforcement expectations and develop a better process for notifying owners when a rule has been broken.

New Business

Eagleweb Subscription

Roberts explained that she has used the Eagleweb service more than expected. Due to the amount of documents she needs to look up on a regular basis, it would be beneficial to obtain a subscription in order to allow access to warranty deeds, foreclosure notices, information on liens, etc. The subscription cost \$200 and expires in three years.

Wilson moved to approve the \$200 subscription to Eagleweb. Gras seconded the motion. All were in favor and the motion carried.

Change of Attorney

The group discussed the possibility of engaging a different attorney to represent the HOA as Jennifer Farve has become extremely busy and can no longer dedicate as much time to the FLM. Roberts recommends hiring Kristen Brown because she will be more responsive and readily available for questions. She is also very familiar working with HOAs and will already be helping with the rewrite of the governing documents. If the board decides to take this action, it will require a letter releasing Jennifer Farve as legal counsel.

Bruner made a motion to release Farve and hire Kristen Brown as legal counsel for the association. Wilson seconded the motion and it carried with all in favor.

Snow Removal Contract

Roberts presented the snow removal contract from HPM. The contract was discussed and it was found that a few changes are needed. HPM will add the missing section regarding clearing snow around hydrants and propane tanks. Also, after a brief discussion, all were in agreement that the hours can be changed to allow removal before 6:30 a.m. HPM will make the modifications.

Adjournment

Gras moved to adjourn the meeting. Wilson seconded the motion. Meeting adjourned at 8:50 pm.

Annette Stone, Secretary

Date