

# Silver Bow Owners Association

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**QUARTERLY MEETING –WEDNESDAY, July 26, 2017, @ 1:00 PM  
HAMMOND PROPERTY MANAGEMENT CONFERENCE ROOM**

## **MINUTES**

### **Call to Order**

President Kirk Dige called the meeting to order at 1:03 p.m.

The following Board members were in attendance in person: Kirk Dige, Al Malinowski, Boyd Teegarden and Ken Cummings. Joe Woodmansee was in attendance via conference call. Lisa Prugh and Barbara Bozman-Moss were absent.

Also in attendance were Scott Hammond, Jeff Malinowski, Dustin Long, and Katie Coleman from Hammond Property Management (HPM).

### **Approval of the 05/17/2017 Board Meeting Minutes**

*A motion was made to approve the minutes. The motion was seconded and carried.*

### **Treasurer's Report**

Malinowski presented the Treasurer's Report.

*A motion was made to accept the check register for May 17, 2017 through July 26, 2017. The motion was seconded and carried.*

### **Manager's Report**

Long presented the manager's report (attached) and focused on the highlights over the past quarter.

### **Old Business**

**Landscape Committee Report-** Dige updated that eight trees have been planted with some discrepancy with inventory ordered versus what was received and the final cost. The project went approximately \$800 over the original bid primarily due to labor costs and the change of cost of actual trees installed.

**Garbage Enclosure Committee Report -** Dige updated the group that the Committee's original plan for the dumpsters would not work. However, Hammond negotiated the trash removal contract with Republic Services and was able to increase the frequency of pick up at a minimal increase in cost. The existing layout of six dumpsters and sheds will remain. New dumpster shed doors will be bid, installed and invoiced prior to September 30<sup>th</sup>.

*A motion was made to accept the revised contract with Republic. The motion was seconded and carried.*

**Deck Engineering Proposal** – It was determined that a letter outlining the guidelines for deck improvement be created by HPM and approved by the BOD.

**GIS/Silver Bow Address Updates-** Dige updated the group that Prugh continues to work on this issue.

**Pool Contract-** A discussion was held regarding the pool contract and the concern that the current provider may not be interested in renewing their annual contract. The group discussed that should the BOD and the current service provider not come to an agreement, HPM would take on the responsibility. Hammond offered their services at \$18,000 per year for three years. However, the HPM proposal does not include year-round closure, only during summer when the pool is open. It was determined that there would be 30 day written notice of the intent not to continue the contract with the current provider. This decision will be disclosed at the annual meeting.

*A motion was made to approve that SBHOA hire HPM for the next three years at \$18,000 per year. The motion was seconded and carried.*

**Deck Construction Approval for Units 19 & 20-** Dige presented the update and engineering plans for the deck construction projects.

*A motion was made to approve the trex deck. The motion was seconded and carried.*

**Flood Plain Map-** Dige updated the group on the progress of changing the FEMA flood plain map. He stated that the first step is to spend \$800 on a survey and resubmit through the LOMA process.

*A motion was made to spend \$800 on a survey to be submitted for the LOMA process. The motion was seconded and carried.*

**Rules and Regulations-** Dige reported that he identified a few changes that could be made to the Rules and Regulations. It was determined that Dige and Coleman would make these changes for circulation and approval by the BOD.

## **New Business**

**BOD Nominations-** It was determined that both Malinowski and Teegarden would run for reelection.

**2017-2018 Proposed Budget for Annual Meeting-** Malinowski presented the proposed budget and suggested two changes. Garbage will increase by \$600 and the pool contract will be decreased by \$600.

*A motion was made to accept the 2017-2018 proposed budget for final approval at the annual meeting. The motion was seconded and carried.*

**Annual Meeting Notice and Packet-** It was determined that Dige and Coleman would work on the annual meeting packet for distribution by August 1<sup>st</sup>.

## **Correspondence**

Coleman presented two items for board feedback.

## **Adjournment**

*A motion was made to adjourn. The motion was seconded and carried. The meeting adjourned at 2:55p.m.*