

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

Firelight Meadows  
7.23.2018

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## Call to Order

Kari Gras called the meeting to order at 6:01 PM, MST.

## Roll Call

Board Members present included Kari Gras (A01, B01, 184), Laura Gregory (D09), Jeff Alger (367, C04), Andrew "AJ" Christianson (C07), Curt Wilson (B02), Matt Walker (D05), and Karla Yeager-Smart (B09). Others present included Owners Carol Powell (74), and Philip Barnhill (286); and Scott Hammond, Katie Coleman, Dustin Long, Seanna Farrow, and Joe March of Hammond Property Management.

## Next Meeting

The board will hold a budget meeting on Monday, July 30<sup>th</sup>. The next board meeting was scheduled for Monday, August 20<sup>th</sup> at 6:00 PM in the Hammond Conference Room. The annual meeting has been scheduled for Wednesday, September 19<sup>th</sup> and will begin at 6:00 PM at Buck's T-4 in the Big Horn Conference Room. Annual meeting information will be distributed in advance.

## Approval of Minutes

Kari Gras made one small correction the minutes. Alger motioned to approve the minutes otherwise. Curt Wilson seconded. All were in favor and the minutes were approved.

## Budget Overage Recommendations / 1<sup>ST</sup> Quarter Financial Review

Curt Wilson went over his budget recommendations (See meeting packet for more details).

- Issue 1) Wilson motioned that a correction be made and noted in the books. Kari Gras motioned to ignore this minute correction and move forward. AJ seconded Kari's motion. One opposed, the rest in favor. Motion carried.
- Issue 2) Wilson motioned to correct the over/under of assessments made to the condos and chalets and to send notice on the next statement of the corrections and amounts being credited where necessary. The motion was seconded, and all were in favor. Motion passed.
- Issue 3) Wilson motioned to special assess the chalet owners the budgeted amount of \$24,960 to ensure the operating account is not short at the end of the year. Alger seconded the motion, and all were in favor. Motion passed.
- Issue 4) Wilson motioned that the HOA adjust assessments made to owners: crediting chalet owners to remedy an over assessment of \$1575 and assessing condo owners to remedy an under-assessment of \$1575. Matt Walker seconded the motion. All were in favor, none opposed. Motion passed.

Wilson would like to make changes to the billing procedure for future treasurers and plans to discuss further at the upcoming budget meeting.

## **Property Management Report**

Noxious weed spraying was performed throughout campus. Per a question from Laura Gregory, Dustin will confirm that both tall beds and the perimeters were addressed. Paint touchups around campus are ongoing. Alger asked if the painters can target north-facing building sides (mostly at the Condo buildings) as the snow and ice build-up during the winter chips the paint.

Alger also mentioned that the roofs above the gas meters may be better maintained from ice build-up by covering with steel roofs, and the eaves above entry ways could benefit from the same steel improvement. Dustin will obtain a quote for each project to share with the board. Dustin and Scott commented that work for eave improvement would likely be in-house work conducted during the management team's off-season.

Dustin shared that he has done some research about new heat tape and will share an official bid soon. He estimated that quality heat tape, including labor and materials, will likely be around \$200-\$250 per roof. New heat tape could be plugged into the existing 110-volt outlets.

## **Rule Enforcement Report**

Joe March delivered a parking and rule enforcement report. A violation list from late-June and July was presented and discussed. The parking and rule enforcement has made a positive difference in the Firelight community so far. Warnings and fines will continue to be issued before towing becomes necessary. Parking throughout campus seems to be improving.

## **Communication from Owners**

A short owner communication report was included in the packet and discussed briefly.

## **Trash Update**

Karla Yeager inquired why HPM was not currently overseeing the trash compactor and if it is possible for them to take over this management in the near future. Scott will discuss this possibility with his crew before the August meeting.

Karla noted that she has witnessed trucks-full of trash being taken to the compactor in addition to poaching. Dustin commented that the construction crews often have trucks-full of trash to bring by as they work continuously Monday-Saturday. It was discussed that poaching is inevitable, and if license plates are obtained and reported to the Sheriff's Department they may be able to help with the situation.

## **Water & Sewer Update**

Matt Walker included his extensive communication and updates from West Fork Utilities in the board packet. Nearly all water meters have been installed, with only a few remaining. Data from the meters will be collected soon and submitted to the Public Service Commission. The cost of the meters will likely be incorporated into the water rates, by Matt will confirm this with WFU.

## **NEW BUSINESS**

### **Neighborhood Garage Sale**

The neighborhood garage sale will take place the weekend of August 25-26th. A temporary dumpster will be on campus again this fall for residents moving out at the end of the summer season and for anything left-over from the garage sale.

**Annual Meeting Preparations**

The board will discuss the board positions and process of elections prior to the meeting. Kari recommended that each board member draft a short report on themselves and their position to have ready for the meeting.

Katie and Seanna will work with Mindy to determine what *needs* to be included in the USPS mailed notice versus what can be emailed. All information will be distributed 30 days prior to September 19<sup>th</sup>.

**Other Business**

The board went into executive session at 7:40 PM.

**Adjourn**

The meeting adjourned at 8:13 PM.

**SECRETARY’S CERTIFICATE**

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

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Laura Gregory, Secretary

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Date