

# Townhomes at Crail Ranch

PO Box 160099 Big Sky, MT 59716

## Annual Owner's Meeting

Monday, December 31st, 2018 at 10:00 am (MST)  
Big Sky Water & Sewer District Conference Room

## MINUTES

### Welcome and Introductions

Josie Erickson called the meeting to order at 10:01 am. Owners in attendance included Josie Erickson (unit 65), Vince and Susan Meng (unit 20), Charlie Callander (unit 30), Jerry Hood () via phone, Jeff and Nancy Cranford (unit 125), Kate and Ted Williams () via phone, and Jay Leopold () via phone. Also in attendance were Scott Hammond and Seanna Farrow of Hammond Property Management and Rich Lindell of Lindell & Associates.

### Determination of Quorum

Quorum was established at 91.2% by those present either in person or by proxy.

### Approval of 2017 Annual Meeting Minutes

Vince motioned to accept the 2017 annual meeting minutes as presented. Charlie seconded the motion. All were in favor and the minutes were approved as presented.

### Financial Report and Proposed 2018 Budget

Rich Lindell presented the financial report and proposed budget. The 2018 deficit totaled \$15,885 (the actual deficit total being \$32k). The group discussed the fact that it has been several years since the association has seen an increase in dues. An increase in dues has been incorporated into the proposed budget, which totals \$176,840 for 2019. Vince motioned to approve the budget as presented. Charlie seconded the motion, all were in favor and the budget was approved unanimously.

### Property Management Report

Scott presented the manager's report on Ryan's behalf. A list of maintenance was inclusive in the meeting packet. Scott noted that HPM continues to work with Montana Energy Alliance for the HOA's propane services, and aids them in snow removal around the tanks during the winter months.

The project of replacing concrete aprons at units that have not already done so has been prioritized for May 2019. HPM estimates that the cost of replacement will be around \$2500-\$3000 per concrete pad. A president was set with two units having already had this work completed. The cost of the remaining concrete pads will be an HOA responsibility to fund.

The construction of two more privacy walls were completed. The goal to finish this replacement, and staining of, is for summer 2019.

## OLD BUSINESS

### Roof Replacement Discussion

Scott shared with the group his guestimates from his experience with cold-roofs at other complexes. Scott agreed to hire someone to bid the project and get an accurate estimate to share with the group. This projects timeline may be close enough in the future to prevent paying for the cost of someone to bid the project and rather just incorporating it into the actual project cost.

The first two steps of the project involve 1) Consulting with an engineer to layout the project details, and 2) Drafting and RFP and sending out to contractors for competitive bids. Charlie approved Scott to start this process.

### **Bylaw Amendment**

Charlie explained to those present how the “as-builts” of the campus were never completed, filed and approved by the county upon completion of the campus construction several years ago. The “as-builts” indicated any differences in the final construction compared to the original building plans. This was brought to the board’s attention during the recent sale of a unit. HPM facilitated completion of the “as-builts” and worked with ThinkOne to draft the completed “as-builts”. The completed documents were shared with the membership along with a ballot in order to amend the current Bylaws and incorporate the completed “as-builts” into the governing documents. The amendment passed with an 85.6% vote for approval.

HPM will email the owner who brought this to the attention of management and the board to provide them with an update.

Jay motioned to move forward with filing the documents with the county and amending the bylaws as discussed. Charlie seconded the motion, all were in favor, and the amendment was passed.

### **Irrigation Tie-In**

Big Sky Water and Sewer has been working on “tying in” several HOA complexes irrigation system to the affluent water system of Big Sky. HPM hopes to have a definitive plan in place for this project by spring 2019.

### **Board Member Elections**

Both Josie and Vince are up for reelection and are both happy to continue on the board. Charlie motioned to reelect the current slate. Jeff seconded the motion, all were in favor, and the current board was reelected for another term.

George Bray and Charlie Callander for two-year terms, and also elected Jerry Hood. Vince seconded the motion. All were in favor. Board members include: Charlie Callander (2018-2020), George Bray (2018-2020), Jerry Hood (2018-2020), Josie Erickson (2019-2021), and Vince Meng (2019-2021).

### **New Business – Pond & Creek update**

HPM will reach out to the BSCO for any update to share with the group.

### **Next Annual Meeting Date**

The next annual meeting was scheduled for Monday, December 30<sup>th</sup> 2019 at 10:00 am.

### **Adjournment**

Josie motioned to adjourn the meeting at 11:11 am. Charlie seconded the motion and the meeting adjourned.