



PO Box 160099 Big Sky, MT 59716

**Board of Directors Meeting**

August 16, 2018

SPC Recreation Building

**NOTES**

**Call to Order**

Presiding Officer Collin Dobrovolny made a motion to call the meeting to order at 8:31 am.

Board members in attendance were Frank Alley of unit 36, Bob Shanks of unit 30, Greg Bair of unit 32, Sue Merry (via conference call) of unit 35, and Colin Dobrovolny of unit 13. Also, in attendance were Scott Hammond, Ryan Welch and Katie Coleman of Hammond Property Management.

**Approval of the February 9, 201 Board Meeting Minutes**

This topic was tabled for a discussion after Old Business.

***A motion was made to approve the minutes from the February 9, 2018 Board meeting subject to the parking resolution discussion made today. The motion was seconded. All were in favor; none opposed. The motion carried.***

**Financial Review**

Shanks reviewed the financials and stated that the HOA is 58% through the year and \$20,000 favorable to pace. He reviewed maintenance items and expenditures that are scheduled for the fall. A discussion was held regarding covering the utility boxes and it was determined that the last two boxes will be covered, completing the project. Shanks anticipates coming in close to budget at year end.

Shanks stated that cash on hand had increased to \$533,000 at the end of July with a \$54,000 increase in reserve balance and a \$77,000 increase in the operating fund balance.

**Policy for Delinquent Accounts-** A discussion was held regarding delinquent accounts. Dobrovolny had been in contact with legal counsel to assist the HOA in handling delinquent accounts. It was determined that if the 2 significantly delinquent accounts were not settled by August 31<sup>st</sup>, Dobrovolny will move forward with said legal counsel. The group will establish a policy on penalty which will be presented at the 2019 annual meeting.

**Manager's Report**

Welch addressed the highlights of his responsibilities on campus over the past six months. A discussion was held regarding the damage to the utility box covers and the fact that Northwestern Energy will not repair any damage caused during meter reads. The group should expect damage from time to time due to wind, etc. Welch spoke to a heat tape issue that was a fairly expensive repair but an uncommon occurrence. He stated that it was a long winter in regard to heat tape use. Annual chimney inspections

were conducted, the waterfall was power washed, coping repairs on the pool were conducted, and a leak in the waterfall was repaired.

A discussion was held regarding an issue with a garbage truck hitting a building. Dobrovolny cautioned that the authorization to conduct the repairs comes from the insurance company and not HPM or the SPC BOD.

A discussion was held regarding the impending coping work on the pool. It was determined that HPM will create a pool/clubhouse list of concerns for the annual meeting. It was noted that there is no line item in the budget for the pool and this is something the group should consider as there are some major anticipated repairs in the future.

### **Old Business**

**Cost Control-** Shanks stated that he works closely with Lindell's office and HPM on finances and any concerns on expenses. Things are running smoothly.

**Meeting with Rental Companies-** Shanks informed the group that he and Hammond did this once a few years ago when rental companies were prepping their properties for the season. Hammond and a BOD member will reach out to rental companies this fall and present the top 10 rules and regulations for renters.

**Collection of Insurance Certificates-** The group directed HPM to maintain a letter to the HOA twice per year requesting this information and keep a spreadsheet of status per owner.

**Repair of Pool Tiles/Coping-** Spoke to this earlier in the meeting.

**Parking Enforcement-** A discussion was held regarding a previous rule that was implemented which was ill advised as it conflicts with the governing documents. The group determined that a letter will be sent to the HOA this fall to address specific issues such as parking, boiler systems, NEST systems, and to prepare units for Montana winter conditions. Dobrovolny will sign said letter.

### **New Business**

**HOA Registered Agent-** It was determined that Hammond will serve as the registered agent for the HOA.

**Fireworks Policy-** A discussion was held regarding safety issues with fireworks on campus during the summer season. The BOD felt the need to specify that fireworks are not permitted to be discharged on the grounds. HPM is to send out a reminder in June regarding this policy and the consequences that owners/residents should expect if violations occur. First, a warning with fines after 48 hours, following the fine structure. This will reset every year. Coleman will change Rules to reflect NO FIREWORKS and send spring letter

**Sprinter Van Parking-** A discussion was held regarding larger vehicles parking in front of garages. It was determined that larger vehicles should park in overflow spaces.

**Recreation Building Code-** HPM will change the code every six months beginning fall and make certain to do one around July 31<sup>st</sup>.

**Dryer Vent Cleaning-** HPM will obtain bids for dryer vent cleaning and report to BOD for timing. However, up to \$10,000 was authorized for this year.

**Window Cleans-** This item will be added to the annual meeting agenda for exterior window cleans covered by the HOA assessments.

**Crail Creek Monitoring-** HPM will walk spring and fall to monitor and be proactive.

**Pruning/Weeds-** Fall pruning is scheduled to begin in September. Welch stated that the weeds had been sprayed about 2 weeks prior to the meeting.

**Shanks Departure-** Dobrovolny announced Shanks plans to put his unit on the market. He thanked Shanks for his years of service and efforts on the BOD.

**Adjournment**

***Adjournment was postponed in order to conduct the campus walk through.***