

# Crail Creek Club Condominiums

PO Box 160099 Big Sky, MT 59716

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2018 Annual Owner Meeting  
Friday, August 31st, 2018 @ 9:00 am  
Buck's T-4 Lodge, Big Sky

## MINUTES

### Call to Order

President Bill Pinna called meeting to order at 9:04 AM, MST.

### Attendance

Carol and Beau McClerkin (601)  
Charles Buker (603)  
Cami Weber (605)  
Michael and Kem Pollard (608)  
Michael Markman (611) via Phone  
Gary Walton (612) via phone  
Joe and Barbara Callahan (615)  
Charon Warwick-Canning (616) via phone  
Paul Atkins (620)  
Max & Ann Scheder-Bieschin (623) via phone  
Kristie Kern (624)  
Bryan and Mary Dige (625)  
Tom O'Connor (629)  
Bill and Barbara Pinna (630)

### Proxy

Marjorie DeSheilds (604)  
Jeremy and Monica Hauk (607)  
Bruce and Kaye Pallante (609)  
Olin and Norma Atkins (613)  
Victor & Irena Sniecinski (614)  
Howard Schutte (617)  
Gene Lapito (622)  
Allen Potts & Emily Egan (626)  
John and Linda Squitero (627)  
Dorothea Williams (632)  
Ken Wilson (631)  
Max & Ann Scheder-Bieschin (623)

### Absent

John Westcott & Stephanie Isaacson (602)  
Diane Mason (606)  
Hunter Meldman (610)  
William and Patricia Derrer (618)  
Maja and Tobias Peikert (619)  
Ian Cartwright and Lesley Alderton (621)  
David and Lizette Levieua-Anglin (628)

Others present included Rich Lindell, CPA of Lindell & Associates and Sara Sipe, as well as Scott Hammond, Ryan Welch, and Seanna Farrow of Hammond Property Management (HPM).

### Quorum

Quorum was established at 80.88% by those present in person and by proxy.

### Approval of 2017 Annual Meeting Minutes

Mary Dige motioned to approve the 2017 annual meeting minutes as presented. Paul Atkins seconded the motion. All were in favor. None were opposed and the minutes were approved.

### 2018 Financial Report

Rich Lindell noted some highlights of the financial report. As of July 31<sup>st</sup> (year-end December 30): Operating balance was \$62,773, reserve fund balance (money market and interest-bearing accounts) was \$359,553 and \$26,695 in receivables which brought the association to a total fund balance of \$448,608. 2017 ended with \$367,982 in total funds. Total in operating balance was \$94,438. Total in capital reserves was \$354,171 before the 4<sup>th</sup> quarter billing.

Rich noted that the association was a little over budget on chimney cleaning and inspections due to the contractors increased fee, as well as higher than usual in utilities due to the long winter season and use of the heat tape.

Rich proposed the 2019 budget. Administrative fees increased slightly, as well as various line items under property maintenance and utilities. Cami Weber motioned to approve the 2019 budget as presented. Both Tom O'Connor and Mike Pollard seconded the motioned. All approved and the budget was approved as presented.

### **Property Management Report & Upcoming Maintenance**

Ryan Welch discussed highlights from his property management report. Main points included:

- Winterized irrigation system
- Closed foundation vents
- Replaced rotten knee-walls at units 617 and 616. Several throughout the campus need replacement.
- Investigated roof leaks at unit 608
- Repaired failing Bylin heat-tape around campus and checked heat tape breakers – Bylin wiring will need to be replaced soon
- Turned off heat tape (later than usual due to long winter season)
- Fertilized campus lawns with weed and feed (spring and fall)
- Replaced broken irrigation head at unit 629
- Repaired and replaced broken entry tiles and repaired grout around campus
- Fixed loose and missing stones around campus
- Facilitated painting prep at units 613-616. Three buildings were done this summer and one remains for next summer which will complete the painting rotation.

Bill, Scott and Ryan met prior to the meeting to discuss and draft a list of deferred maintenance needed throughout the campus. Each project needs board involvement and prioritization before being started. The group discussed the various projects and possible improvements. The deferred maintenance list includes:

- a) 2-bedroom deck replacement
- b) 2-bedroom bench-seat replacement
- c) Front-side stair cases
- d) 3-bedroom deck replacement
- e) Privacy fencing
- f) Asphalt re-seal and crack-seal
- g) Conventional roof installation (each building)
- h) Garage door replacement
- i) 3-bedroom privacy walls/masonry
- j) General stone work (on-going)
- k) General siding repairs (on-going)

### **Old Business**

#### Bylaw Amendment

At the 2017 annual meeting a motion was made and carried to address the section of the Bylaws pertaining to voting and initiating the process of amending the Bylaws to allow voting via conference call. Although this motion was not carried out prior to this meeting, the board will begin the amendment process moving forward. The membership will receive the proposed amendment and a ballot via USPS. If 75% or more of the membership votes in favor of the amendment, the steps to make the amendment official will begin.

#### Roof Replacement Discussion

The group discussed at length the roofing concerns on campus. As determined before, the campus does not have a roof-leaking issue but does have a heat-loss issue. According to research and information Bill obtained from several contractors, the price of replacing the existing traditional roofs will be roughly \$50,000-\$65,000 per building (8 buildings total) for a total of \$400,000 to \$520,000. A large portion of this cost can be funded by reserves, but owners will likely be special-assessed. Roof replacement will be prioritized per building and potentially completed in two summers (4 buildings per summer season).

Mike Pollard made a motion to authorize the board to proceed with hiring a contractor and begin replacement of the existing roofs with the same traditional roofing system, beginning as early as the summer of 2019 with

the contingency that there will be a contractor living on-site and overseeing the work 24/7 during the duration of the project. Beau McClerkin seconded the motion. 63.662% voted in favor of the motion, and the motion was carried. The board will meet and further discuss the logistics of the project.

### **New Business**

Unit owner of 619 commented via proxy that they found it was not possible to apply for a federal loan because the HOA is recorded as a “vacation/hotel rental” online. Scott agreed to reach out to the owner for clarification on this. Bill Pinna noted that the board will consider what needs to be done about modifying said documents to clarify the HOA’s classification to reflect that is it not a vacation/hotel rental property.

Charon Warwick-Canning requested that the membership’s contact information be shared with all. Everyone agreed this was acceptable and Seanna will distribute all owner phone numbers with the membership.

Paul Atkins commented that the masonry pillars on his unit need maintenance. Scott and Ryan noted.

### **Board Nominations**

Carol McClerkin motioned to re-elect the current slate for another one-year term. In the event that there is a resignation or opening on the board, Charon Canning-Warwick nominated herself for a board position and will be considered. Bryan Dige seconded the motion. All in favor, none opposed, and the motion was carried.

### **2019 Annual Meeting Date**

The 2019 annual meeting was scheduled for Friday, August 30<sup>th</sup>, 2019 at 9:00 am and is to be held at Buck’s T4 Lodge.

### **Adjournment**

Tom O’Connor motioned to adjourn the meeting. All seconded and the meeting adjourned at 11:26 am.