

Pines Condominiums Phase II

PO Box 160099, Big Sky, Montana 59716

2018 Annual Owners Meeting | Thursday, August 30th, 2018 | 9:00 AM
Big Sky Water and Sewer Conference Room

Meeting Minutes

Call to Order

Walter Kobin called the meeting to order at 9:00 AM, MST.

Owners in attendance were Walter and Peg Kobin (I-2), Judy and Jack Bohnenblust (L-3), Laurie Sheldon (K-4), Bob McCarty (L-4), Doug and Sarah Crowther (J-1), Bill Elledge (K-3), and Sara Pierson (J-2) via phone. Others in attendance included CPA Rich Lindell and Sara Sipe of Lindell & Associates; Scott Hammond, Mike Palmer, and Seanna Farrow of Hammond Property Management.

Determination of Quorum

Quorum was met at 100% of the membership present either in person or by proxy.

Approval of 2017 Annual Meeting Minutes

Bill Elledge made a motion to approve the 2017 annual meeting minutes as presented. Judy Bohnenblust seconded the motion. All in favor, none opposed, and the motion was carried.

Financial Review and 2019 Proposed Budget

Rich Lindell presented the 2018 financial report. As of July 31, and September 30 year-end, the Total Reserve Fund was \$88,734. Total Expenses for October 1, 2017 – July 31, 2018 were \$45,345. No money was spent from the reserve account.

Rich presented the proposed 2019 budget. The Total Operating Budget increased by about \$3,000 and the Total Reserves decreased by about \$3,000, keeping the HOA dues the same at \$1,250/quarter per unit. Jack Bohnenblust motioned to approve the 2019 budget as presented. Doug Crowther seconded the motion. All were in favor and the motion passed.

Management Report

Mike Palmer presented the manager's report. Main points from throughout the year included:

- IT&M performed annual fire suppression inspections
- 46 North winterized irrigation in the fall of 2017
- Mike replaced gable vents where damaged from woodpeckers throughout campus (on-going)
- HPM conducted roof shoveling and roof steaming through campus as needed
- HPM performed driveway snow removal as needed – this responsibility is separate from the road plowing done by BSOA.
- Cleared snow away from fire hydrant as needed
- Assessed gutter issue at J-4 along walkway – with board approval, Mike recommended an alteration of the gutter downspout this fall to minimize ice buildup on the ground. Board approved alteration.
- Canyon Chimney Sweeps performed annual chimney inspections and cleans.
- Met and assisted owners with various maintenance issues
- Aspens branches near L building brushing against building will be trimmed/pruned.

Sara Pierson asked permission from the board for Mike to install boards to cover up a crack in the retaining wall between her unit and J-3. No objections from the board to make this improvement.

The group discussed gutter maintenance on campus. This has historically been a home-owner responsibility; however, the board agrees they would be willing to consider incorporating this into the budget. Mike will obtain an estimate for this service to be done as needed, potentially every other spring and will plan on getting this scheduled for fall 2018.

The group discussed outside-window cleaning. This is a homeowner responsibility, but those interested in getting a group-discount may email Seanna. HPM will then provide the interested owners with reputable contractors who can schedule the service. This concluded the managers report.

Old Business

One unit in particular regularly has about 3-6 cars parked around their unit. On behalf of the board, Walter will draft a letter to this unit as a friendly reminder to be considerate of other unit owners who have experienced limited parking for their guests in this area.

New Business

Painting of the whole campus was last completed in 2012. The board and management agreed that painting does not need to be done immediately; however, establishing a painting rotation for future painting needs is the best way to complete the work going forward. Deck staining is also completed when a unit is painted. The board plans to address this with management in spring 2019.

Walter Kobin will be working with legal counsel Mindy Cummings on the HOA's original governing documents from 2004-2005. From time to time these documents are updated to reflect changes in the community or amendments made. Walter will share any changes with the membership.

Bank signature cards will be updated to reflect current signers as Rich Lindell, CPA (Lindell & Associates, P.C.), Scott Hammond, Property Manager (Hammond Property Management) and Judy Bohnenblust, board member (Secretary). All others are to be removed.

Sarah Crowther noted to all that she has experienced radon issues in her unit. She recommended others be proactive and consider radon-mitigation. Mike Palmer commented that he has a reliable contractor for radon mitigation. HPM will send the membership an "FYI" with the contractor's information and recommendation to perform this service at the owner's expense.

Nominations

Doug Crowther will be resigning from his current board position as Treasurer. Stuart Park, absent from the meeting, earlier expressed interest in joining the board and may fill Doug's position. Walter Kobin announced that he will also be resigning from his position as board President. The membership will need to consider a replacement halfway through this fiscal year.

2019 Annual Meeting Date

The 2019 annual meeting was scheduled for Thursday, August 29th, 2019 at 9:00 AM.

Adjournment

Doug Crowther motioned to adjourn the meeting at 10:03 AM. The motion was seconded and the meeting adjourned.