

Crail Creek Club Condominiums

PO Box 160099 Big Sky, MT 59716

Board Meeting

Hammond Conference Room | March 5th, 2019

MINUTES

Call to Order

Bill Pinna called the meeting to order at 1:04 pm.

Introductions and Quorum

Quorum was met with all board members present, including Bill Pinna (630) via phone, Ann Scheder-Bieschin (623), Mike Pollard (608), Cami Weber (605) and Tom O'Connor (629) via phone. From Hammond Property Management Scott Hammond, Ryan Welch and Seanna Farrow were present.

Secretary Report

Annual Meeting Minutes

Bill noted a correction to Mike's motion regarding roof construction. It was noted that Seanna did not correctly transcribe the motion initially, so an amendment to this motion was necessary. Ann asked Seanna to correct her husband's last name, and add them to the "proxy column" as they were present both via teleconference and by proxy. Mike Pollard motioned to approve the modifications. Ann seconded his motion and all were in favor.

September Meeting Minutes

Ann motioned to approve the meeting minutes as presented. Mike seconded and all were in favor.

Roofing Update/Discussion

Bylin Ice melt System

Scott met with the original installer and electrician, Service Electric, of the existing Bylin system and asked for cost estimates for reinstalling the system on new traditional roofs. Costs have not yet been provided. Scott has determined that the panels and covers are likely reusable. New wiring may be necessary. What can be reused of the controllers and thermostats will be determined by the electrician as they go through the work. Careful inventory of the systems part will be important.

Through the bidding process, 2-3 contractors will be contacted once a scope of work has been determined, along with a prioritized building list. Scott and Ryan will be communicating with different electricians including Service Electric regarding the mechanical steps of inventorying items during the project. A cost will be determined and shared with the board.

Financial Plan

The board will review the monies available for the project. Tom will be contacting Rich Lindell's office regarding a financial spreadsheet previously referenced by the association that will be helpful during the re-roofing process, as well as when management addresses the list of deferred maintenance.

Roofing Photo Review

Cami provided the group with a compilation of photos taken throughout the winter of various roofing concerns around campus. The original intent of the photos was to look at the Bylin placement. In addition to this, more precise locations of ice dams have been determined.

Old Business

Insurance Update

Ann has visited with Ty Moline regarding the current insurance policy. Ty expressed that there is currently unclear wording in the governing documents. The wording is unenforceable, contradictory and arguable. Ann referred to Mindy Cummings for some guidance on a government document re-write.

The board discussed other insurance details further. Ann will be revisiting the things discussed with Ty.

Governing Document Review

In addition to Ann and Mindy working together on reviewing the governing documents, Bill has also corresponded with Buz Tarlow's office. Bill recommends the board pursue one of two things. Going through the process of:

- a. Reviewing the existing governing documents
- b. Entirely re-writing the current governing documents

Ann noted that a survey to the membership would give a better idea of where everyone stands on this matter. Ann motioned that the board give Bill the authority to engage Mindy in regard to 1) the different approaches to the governing document review, 2) a survey to the membership regarding the governing documents and 3) any legal gaps within insurance, as well as the costs associated with doing each step. Cami seconded the motion. All were in favor.

Violations and Fine Structure

Bill expressed that there should be a standard notification and fine structure in place that includes possible assessments concerning legal fees, property damages or noncompliance. Ann noted that the Rules and Regulations in general need to be reviewed by the board to ensure that the board is comfortable with everything being enforced.

Vacation Rental Status

Mike commented that a short-term-rental period should be established that eliminated 1, 2, 3 nights rentals, and leaned more towards a minimum of 12-14 day rentals. Bill will confer with Mindy regarding short-term-rentals as well.

Deferred Maintenance

Of the deferred maintenance list compiled by management, the three items that have been prioritized are:

1. Privacy Fencing
2. 2-bedroom Bench Seats
3. Front side stair cases

Scott commented that the maintenance could be prioritized by building/unit, rather than doing each project all at once campus wide and suggested a campus walkthrough to determine any hazardous/dangerous areas of concern. Some areas of the campus are hit harder than others. Mike suggested that management proceed with a minimal amount of work until the roof situation has been outlined. There is currently \$15,000-\$18,000 budgeted annually for general maintenance. Tom will be working with Ryan to prioritize work done on campus until the roof situation is priced out.

New Business

Board Responsibilities

Cami recommended that board responsibilities be outlined. Some things to consider as set meeting times, specified roles for each member, term limits and having the opportunity to share or change member duties. Cami plans to put together some more detailed suggestions and share with the group.

Next Meeting Date

The next meeting will take place in late June/early July. Seanna will share the meeting notice and details with the entire membership beforehand.

Adjournment

Tom motioned to adjourn the meeting at 3:12 pm. Ann seconded the motion and the meeting adjourned.