

Crail Creek Club Condominiums

PO Box 160099, Big Sky, MT 59716

Board of Directors Meeting

HPM Conference Room

July 9th, 2019 at 10:00 am

Meeting Minutes

Call to Order

Bill Pinna called the meeting to order at 10:03 am.

Introductions

Present at the meeting included board members Bill Pinna via phone (630), Ann Scheder-Bieschin (623), and Tom O'Connor (629); Owners Lizette and David Anglin (628); Scott Hammond, Ryan Welch, and Seanna Farrow of Hammond Property Management; and the Accountant, Rich Lindell of Lindell & Associates.

Quorum

Quorum was met with 3 of the 4 board members present.

March Meeting Minutes

Ann motioned to approve the March 5th meeting minutes as presented. Tom seconded. All were in favor and the minutes were approved as presented.

Financial Report

Rich Lindell delivered financial reports as of June 30th, 2019 (about half-way through the year).

Roofing Update/Discussion

Bill reached out to 4 possible contractors before moving forward with Jack Paris. Bill will put Scott and Ryan in touch with the contractor hired for the roofing project so they can communicate their knowledge of the campus with him before he begins and fill in any gaps to help the project run smoothly. Scott and Ryan will determine an electrician to handle the Bylin and Dryvit removal and reinstallation. Construction will commence in numerical order beginning with the building of 601 and include 3 buildings the first year, 3 buildings the second year, and 2 buildings the last year.

Special assessments will be avoided if possible, and dues will increase to reflect the estimated cost of construction (approximately \$201k for the first three buildings).

Old Business

Bylaw Amendment Update

The proposed By-law amendment currently holds 53% membership approval; 75% is needed to pass.

Insurance Update

Over the winter, unit 619 experienced a frozen burst pipe on the exterior of their unit. At the time, HPM could not gain access to 619, and entered unit 620 in order to shut off the water and isolate the leak. While in unit 620, the Owner noticed some water damage that was thought to be related to the burst pipe at the time. It was later discovered at the start of the repair-work that the damage was

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directly related to a leaking toilet in the unit. As toilets are considered a limited common element, servicing only the unit they are in, all related maintenance and repair work is considered the owner's responsibility. A claim was filed with the HOA insurance carrier, as well as the home owner's insurance carrier; neither believe they are financially responsible for covering the repair-work completed. The board plans to discuss this situation and general insurance coverage further later in the week.

Deferred Maintenance Update

This topic has been tabled until later in the week.

Next Meeting

Seanna will arrange a conference call for Thursday, July 11th at 1:00 pm, MST.

Adjournment

Tom motioned to continue the meeting on Thursday, July 11th at 1:00 pm. Bill seconded his motion and the meeting was ended.

July 11th, 2019 Meeting Minutes Continued

Call to Order

Bill called the meeting to order at 1:00 pm. A board quorum was met with all board members present, including Bill Pinna, Mike Pollard and Ann Scheder-Bieschin all present via phone, and Tom O'Connor present in person. Also present included Scott Hammond, Ryan Welch and Seanna Farrow of Hammond Property Management, and the accountant Rich Lindell of Lindell and Associates.

Roofing Discussion

The roofing discussion resumed from the previous meeting. Ann motioned to accept the roofing contract as written, outlining a foreseen cost of \$201k/building, in order to proceed with construction of the first 3 buildings beginning in 2020. Mike seconded the motion. "Shake wood" has been chosen as the shingle color that reflects the closest match possible to the existing shingles.

Bill motioned to engage Red Leaf Engineering for project oversight of the roof construction on the first 3 buildings. Ann seconded his motioned and all were in favor. Scott will be obtaining as estimate from Red Leaf Engineering for project oversight. HPM will also facilitate work where the electric and Dryvit is concerned. Management of the project will rely on the contractor himself.

Insurance Discussion

Ann shared Ty's total estimated premium through United Fire Group to be around \$1,115 if the board chooses to up coverage by 1 million (with a 3 million aggregate limit).

- 620 Insurance Claim – Tom motioned to deny any insurance claim through the HOA's insurer from unit 620 for damages unrelated to the failure of common elements in unit 619, and state such in a letter to the owner. Mike seconded the motion. All were in favor and none were opposed.

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Governing Document Review

Bill, Alanah and Scott met with one another. The board plans to move forward with her review of the governing documents, as well as the insurance. Ann suggested holding a board meeting in August/September to discuss these items further.

Deferred Maintenance

Tom and Ryan will plan a campus walkthrough and prioritize the list of deferred maintenance by dollar value. As this will affect the annual budget, Tom will bring the prioritized list with dollar expenditure and estimates to discuss at a budget meeting. Bill expressed concern for the underlying support of the staircases and their need for replacement. This would be a costly endeavor leading up to the roof replacement project and will be discussed further.

Adjournment

Tom motioned to adjourn the meeting at 1:40 pm.

A meeting will be arranged to take place prior to the annual, and a phone call will be arranged to further discuss roof project oversight.