

Firelight Board Meeting  
Tue, Feb 23, 2021 6:00 PM - 7:30 PM (MST)

**Meeting Minutes**

**Call to Order:** Matt Walker called the meeting to order at 6:03 pm.

**Attendance:** Board members present included Matt W., Curt W., Carol P., Hannah D., Jim D., Karla Y., and Julie B. Others present included Mike Palmer, Dan Lukas, Katie Coleman, Derek Weinrich and Seanna Farrow of Hammond Property Management (HPM).

**Member Forum:** There were no items brought up at this time.

**Approval of Meeting Minutes:** Carol motioned to approve the February meeting minutes as presented; Julie seconded the motion. 1 opposed.

**Next Meeting:** The next board meeting was scheduled for Tuesday, Mar 23, 2021 at 6:00 pm. The annual meeting was also tentatively scheduled for Tuesday, September 21 at 6:00 pm.

**Board Member Portfolios:** The board positions are as follows:

- President – Matt W.
- Secretary/Treasurer – Carol P.
- Member at Large – Curt W.
- Member at Large – Karla Y.
- Member at Large – Julie B.
- Member at Large – Jim D.
- Member at Large – Hannah D.

**Landscaping Committee:** The landscaping committee consists of Karla, Julie and Hannah.

**Account for Small Charges:** The group discussed opening a bank account with First Security or a low-limit credit card with Edward Jones to use for smaller HOA purchases. After discussion, Curt motioned to authorize Carol to open a low-limit credit card through Edward Jones with a limit of \$5,000. All were in favor and none opposed.

**Landscaping Match Dollars Program:** There is currently \$50k budgeted for landscaping. Karla proposed the idea of a match-dollars program where owners are incentivized to invest in landscaping upgrades to the campus that the HOA would match in landscaping upgrades up to a certain percentage. Nothing was decided at this meeting.

**Landscaping RFP/Maintenance Contract:** No contractors have expressed interest in or responded to the Landscaping RFP. The group is ok continuing to hire HPM for the HOA's landscaping needs. Mike will recirculate the current contract for review.

**Roofing Discussion:** Mike explained that the current roof conditions throughout campus are worsening and expressed the importance of the board considering a roof replacement project for the campus soon. The reality of the situation is ongoing roof leaks, ice damming and damage to the roof's exterior each year. The board will continue to discuss the matter with HPM and potential contractors to bid the project and determine accurate estimates for the board to consider.

**Financial reports:** There are currently two (2) owners in arrears that owe over \$5,000. Curt will communicate with Doug Shanley about placing a lien on the unit owners until their accounts are up to date. Owners in arrears are not permitted to maintain a reserves parking spot in the RV Parking Lot.

Accounts receivable as of today were \$27,848; accounts payable were \$38,000. The reserve fund balance is \$1,622,133. Curt will break out the budget to actual report from the annual meeting and will have finalized reports to close out.

**Managers Report:** Dan's managers report was included in the meeting packet. The board asked HPM to spend some extra time around the condo entrances and do clean up work as the weather permits.

**Adjourn:** Matt motioned to adjourn the meeting at 7:33 pm, and Karla seconded.

DRAFT