

**Firelight Meadows**  
Annual Owners Association Meeting  
Tuesday, September 22, 2020 at 6:00 PM

**Meeting Minutes**

**Call to order**

Matt walker called the meeting to order at 6:01 pm.

**Attendance**

Board members in attendance included Matt Walker, Steve Cherne, Karla Yeager, Curt Wilson, Laura Gregory, Carol Powell, and Julie Brown. Other owners present included Hannah Damberg, Patricia Krause, Mary Grace Wilkus, Steve and Toya Miller, Bob Cundy, Chris Johnson, Rosalie Roeder, Jim Dolan, and Kari Gras. Others present included Doug Shanley CPA, and Scott Hammond, Mike Palmer, Josh Hickey, Derek Weinrich, Katie Coleman, Robbeye Samardich, and Seanna Farrow of Hammond Property Management (HPM).

**Quorum**

A quorum of 38% was established with a total of 81 proxies received.

**Member Forum/New agenda items for next meeting**

Patricia Krause and Rosalie Roeder each shared a letter with the board of directors prior to the meeting and Matt noted that the board will be answering their questions in an email soon.

**Approval of 2019 Meeting Minutes**

The results of the ballots received regarding the 2019 annual meeting minutes were 68 votes for and 1 vote against. The minutes were passed as presented.

**Financial Reports**

Doug read through the financial reports included in the meeting packet. As of December 31<sup>st</sup>, there was a total of \$35,324 in accounts receivable and a total of \$8,337 in prepaid assessments. The reserve balance total was \$1,412,689.

Curt Wilson included a Projected Profit and Loss report in the packet strictly for future planning purposes. Rather than budgeting expenses only, this offers a snapshot of all income and expense lines to show a holistic view of the HOA's investments on reserve accounts, taxes, etc. Curt welcomes feedback from the board members and owners on what this could look like.

**Proposed Budget**

Doug Shanley presented the proposed 2021 budget. There were 68 votes for and 7 votes against the proposed budget and the budget was passed via ballot. Several areas increased including insurance by 7%, landscape and irrigation maintenance, general maintenance and repair, roof snow removal, management and rules enforcement, accounting by 3%, and alarm monitoring. Total budgeted revenue for 2021 is \$975,477; chalet owners' dues will be \$1,082/quarter, condo owners' \$1,209/quarter.

**Board Member Election**

Results from the returned ballots showed a majority vote to nominate Laura Gregory for another term. Laura shared with the group that she will be finishing her term through the end of the year and resigning. Karla Yeager and Julie Brown were nominated for another term. Jim Dolan and Hannah Damberg filled the two open board positions. Hannah Damberg introduced herself to the group as a new board member.

**REPORTS**

## **Managers' Report – Josh Hickey**

A management report was included in the meeting packet. Highlights over the course of the year included:

- Fiber optics installation (ongoing) - repairs being done, as necessary. Matt noted that he spoke with a representative of the project and was told fiber optics will not become available until late fall.
- Heat tape replacement work: remaining work on various chalets and the condo entryways will take place this fall.
- Facilitated repair work from winter roof leaks throughout campus. Shoveling continued throughout the winter as a preventative measure and as a result the total number of leaks went down overall.
- Apex paved the condo entryways and around the C-Building. HPM is in the process of scheduling the chalet entryways to be paved.
- Arranged spot cleaning in the condo buildings throughout the year as needed.
- Facilitated soffit and trim repair at the condo buildings.
- Facilitated painting touchup work throughout entire campus. The same contractor could potentially be hired for routine painting maintenance needs as that becomes necessary.
- Several repairs were done to the compactor. Roll-off dumpsters were delivered to campus when the compactor was inoperable.
- Fielded landscaping and irrigation problems as main lines were damaged during the fiber optics installation and paving projects. Repairs are ongoing.
- Removed dead trees throughout the campus and replaced with new. Any that cannot be addressed this fall season will be on the schedule for spring 2021. Trees are being sourced from local vendors or out of state vendors if necessary, depending on price.

## **Rules and Parking Enforcement Reports**

Matt expressed his thanks to HPM for the work they continue to do of monitoring the campus on a regular basis. There was a total of 23 towing situations and 24 fines over the last year.

## **Outdoor Lighting Project**

Carol shared the details of a proposal to swap out the outdated exterior light fixtures with a modern, durable option that is night sky compliant and offers better curb appeal for the campus. The proposed fixtures are reasonably priced at \$128/each, and the total estimated project proposal came to \$45,144.64. The board likes the proposal and agrees that the current fixtures are outdated and inefficient; however, funding the project with reserves will require budgeting for it on the 2022 budget or special assessing the owners if done sooner. The board would like to review the proposal and discuss further before a plan is put in place. In the chalets, numbers can be added below the lights to help identify units.

## **Adjourn**

Steve Cherne motioned to adjourn the meeting at 6:47 pm. Several seconded the motion and the meeting adjourned.