



Board of Directors Executive Session Meeting Minutes
Monday October 11, 2021, 6:00 PM MDT
Via Zoom – Approved Unanimously 11-07-2021

Call to order 5:05 pm MDT Monday October 11, 2021

- **Roll Call** – Present: Adrienne Fleckman, President
Kim Northrop, Vice President
Tuck Mallery, Treasurer
Melissa Warnock, Secretary
John Baderman, Member
- Meeting notice provided and agreed via email
- Reading of Minutes – August 17, 2021, Board Mtg. waived
- Waive Reports of the President, Treasurer & Secretary

Unfinished and New Business

- POMA Update: Tuck has been working with Michael Schreiner of the Black Eagle HOA. They have reached a satisfactory agreement with Big Sky Resort for the POMA operation for ski season 2021-2022. The Resort provided an annual cost estimate of \$77K and agreed to a charge of \$52K. BE/BH agreed to split 50/50. Further discussions regarding planned obsolescence and possible upgrades to the lift will take place throughout the ski season.
- 2022 Budget: Rennie, Doug Shanley, CPA, and Hammond Property Management will meet on October 20th to plan the budget. The POMA line item will be \$26,000. Doug typically recommends increases in the Reserve budget and Operating Budgets in keeping with projected costs.
The Board Unanimously voted to assess the maximum allowed [3-year average of total dues] without a vote of the owners for 2022 to ensure adequate funds for completion of the re-siding Project.
- Structural Repairs (Common Elements):
The Board Unanimously voted for the HOA to pay for repairs to drywall and paint occurring during Structural Repairs.
- Window & Door Storage: Phase 1 buildings E5, E6, E8 & E9 are being pushed off to building season 2022 because of supply chain disruption and labor shortages. Windows and doors to these units must be loaded into 2-3 CONEX boxes, stored, and unloaded in the spring. [Estimated cost is approximately \$32K to load and unload and \$600/month for storage. Langlas advises that storage may be up to 7 months so that these items are not unloaded until they are ready to be installed.] Langlas is looking for movers so that workmen can continue to complete the buildings on which construction has begun this year.
After consideration the Board Unanimously voted for the HOA to cover these unavoidable costs because individual owners were not at fault and most of the delay was not under the control of the contractor.
- Phase 2 bidding: Langlas has done extensive outreach. Several contractors are planning to bid for Phase 2. It is anticipated that the current company, KCD with owner Kit Carbah, will complete the



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four 4-plexes remaining from Phase 1 in the earliest part of the 2022 building season, and hopefully bid for Phase 2.

- Alpine Professionals, Inc. Snow Removal Contract (owner Jim Martin): has been signed by the HOA. The contract incorporates a 6% initial increase over prior year, then 4%, then automatic renewal at 6% and 4% for two years unless there is a material change in the ability to haul and store snow.
- Worker housing: Worker housing is of highest priority. For at least the last two months the workday has been close to 7am to 7pm during the week, with full days on Saturday and even some Sunday work. It will be extremely difficult to follow an efficient work schedule without onsite housing. Next year it is anticipated that the workday will be long throughout the building season because supplies will be available from the beginning, thanks to Langlas foresight.

The Board voted Unanimously to ensure that owners who have rented their units to construction workers are made whole at the end of the building season. Every attempt will be made to secure Big Horn housing for workers. Rennie will find out from Langlas if Summit & Huntley construction has been completed and if this will result in easing of housing pressure [Addendum: this will not ease the requirement for Big Horn housing for workers]. Interior trim: The contract with Langlas was to replace interior trim after installation of new windows and doors, given that the same manufacturer and the same line of windows and doors were installed. However, slight differences in manufacturing design and correction of improper original installation have resulted in the requirement for new trim in many locations if a proper reveal and coverage of paint lines is to be achieved. It has taken an enormous effort on the part of the Board (especially John Baderman) to ensure that each individual owner would be satisfied with the trim and finish in their unit.

The Board was unanimous in requiring that the Trim Contractor contract through Langlas but be responsible for direct discussion with the individual unit owner in Phase 2. This will be communicated to Langlas Project Manager Bud Daigle. In addition, Jim Goveia, representing the HOA through Montana Construction Management, will be asked to take pictures of trim installations so that Phase 2 owners can understand the issues of reusing original trim vs. installing new trim.

- Rentals during construction: The Board discussed the problems of renting during construction, the limitations of Board authority to prevent owners from renting units under construction and the importance of rental income. Melissa had the experience of staying for brief periods in her unit while under construction.

The Board agreed to discourage but not attempt to prohibit short-term rentals. Melissa offered to draft a letter to owners explaining the conditions of the unit while under construction: driveway used for materials, workers needing to enter the unit between the hours of 7am to 7pm, windows and doors removed and replaced, nails popping, dust, limited or no parking, unsafe conditions, etc.



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- Architecture & Engineering for Phase 2: Bud Daigle of Langlas and Bob Mechels of Hip and Humble Architecture reviewed departures from plans during Phase 1 to their mutual satisfaction. Issues for Phase 2 were discussed, including an unusual deck configuration on A Building; deck locations that are too high for patios but too close to the ground for the large supports incorporated in the design of the Phase 1 “low” decks; possibly unnecessary vents that are time consuming to incorporate; and the need to have all details for each building incorporated on the construction drawings – including openings and cables to eliminate. Plan:
 - *A structural engineer will be employed to re-engineer Phase 2 decks to avoid excavation, if possible, while maintaining the same load as the phase 1 decks.*
 - *A mechanical engineer will be employed to determine the necessity for through-the-wall vents currently existing in kitchens, LR and each bedroom (there was no time to do this for Phase 1 buildings).*
 - *In January, Bob Mechels will begin to annotate the drawings to encompass every detail on each building.*
- Insurance claim(s): State Farm paid out an insurance water damage claim apparently resulting from a renovation. The Board does not think the claim should have been paid. This claim is projected to raise the HOA insurance costs significantly for several years.
After the full report from the adjuster is obtained, the Board will meet to review the report and available options.
Rennie will ask HOA Counsel if the Bylaws can be amended to prevent HOA liability for owner alterations and if so, will ask Counsel to draft the Amendment.
- Satellite dishes: The Board has passed a Satellite policy and plans to incorporate a fine and penalty clause. In addition, the current Starlink satellite has a limitation on the cable length and a large diameter cable. This may require a change in the new policy prior to finalization.
- Rules: Melissa will create a Survey to help the board determine where more discussion is necessary to update rules.
- Finances: Doug Shanley, CPA reports that HOA finances are healthy.
In addition, Rennie will review the budget for the Project with David Saenz (MCM).
- Hammond Property Management (HPM):
Rennie will ask HPM to schedule an executive session meeting with the Board prior to the Annual Meeting on December 14.
- October 19, 2021, Open Board Meeting: John Baderman and Kim Northrop are excused from the open Board meeting. Rennie, Tuck and Melissa will attend.

Proposed, seconded and without objection, the meeting adjourned at 6:36 pm MDT.