



THE ASSOCIATION OF UNIT OWNERS OF FIRELIGHT MEADOWS  
CONDOMINIUMS, INC.

BOARD OF DIRECTORS MEETING

Firelight Board Meeting  
Tue, Oct 26, 2021 6:00 PM - 7:30 PM (MDT)

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|---------------------------------------|---|---|
| <b>Date:</b><br>Tuesday, Oct 26, 2021 | <b>Time:</b><br>6:00 p.m. Mountain Time | <b>Location:</b><br>Go to Meeting (Virtual meeting) |
|---------------------------------------|---|---|

| Agenda               |  | Presenter          | Action  |
|----------------------|--|--------------------|---------|
| <b>Call to Order</b> |  | Karla              | -       |
| <b>6:00</b>          | • Member Forum (new items for next agenda) |                    | -       |
| <b>6:05</b>          | • Minutes of August Board Meeting          | Karla              | Approve |
|                      | • Schedule next Board Meeting              | All                | -       |
|                      | o Suggested: Thu, 11/24/21                 |                    |         |
| <b>New Business</b>  |  |                    |         |
| <b>6:10</b>          | • Dryer Vent Cleaning Schedule + Budget    | All                | Discuss |
|                      | • Appoint Board Positions for 2022 terms   | All                | Motion  |
| <b>Old Business</b>  |  |                    |         |
| <b>6:25</b>          | • Landscaping RFP 2022                     | HPM - Mike         | Discuss |
| <b>6:35</b>          | • Short Term Rental Passes                 | HPM - Seanna       | Discuss |
| <b>6:45</b>          | • Window Screen Replacement                | HPM                | Discuss |
| <b>Reports</b>       |  |                    |         |
| <b>6:50</b>          | • Property Management Report               | HPM – Dan/Mike     | Review  |
| <b>7:00</b>          | • Rule & Parking Enforcement Reports       | HPM – Derek        | Review  |
| <b>7:05</b>          | • Owner Communication                      | HPM – Seanna/Katie | Review  |
| <b>Adjourn</b>       |  | Karla              | -       |

Firelight Meadows Board Meeting  
Tue, Aug 10, 2021, at 6:00 PM – 7:00 PM (MDT)

Meeting Minutes

**Attendance**

Board members in attendance included Karla Y., Julie B., Hannah D., Carol P., and Jim D. Owners present included Steve M., and Dave S. Also present were Scott Hammond, Mike Palmer, Dan Lukas, Derek Weinrich, Katie Coleman and Seanna Farrow of Hammond Property Management (HPM).

**Call to Order**

Karla called the meeting to order at 6:02 pm.

**Approval of Meeting Minutes**

There was a correction made to the name of the trash service provider. Carol motioned to approve the meeting minutes as otherwise presented. Hannah seconded the motion, and all were in favor. The minutes were approved as modified.

**Next Meeting Date**

The next board meeting was scheduled for Tuesday, October 26 at 6:00 PM.

**Member Forum**

There were no specific items to add to the October meeting agenda at this time. The board and HPM plan to communicate 'offline' regarding invasive species before the October meeting.

**Old Business**

Landscaping RFP

Carol met with Mike Palmer to discuss the proposed 4% landscaping management increase and budget. Carol would like to see costs related to the irrigation system budgeted for separate from landscaping in the 2022 budget. Carol asked if it was possible for HPM to send out the landscaping RFP again, this time excluding irrigation. Scott said yes, two separate RFPs can be sent: one for landscaping, and another for irrigation. HPM continues to work with Doug of Gallatin Waterworks (GWW) on creating a replacement and repair plan for the irrigation system. They will continue to plan throughout the fall and hope to implement the first phase of the plan spring 2022. Karla commented that moving the sprinkler heads 5-10 feet from the asphalt is just one example of some measures of efficiency that can be taken.

HVAC System

Julie concluded that there are different ways of venting an AC system from inside the unit that are efficient and do not require exterior modification. These options should be recommended and encouraged to owners inquiring about AC systems.

Exterior Lighting Project

Carol has ordered the exterior light fixtures and has an electrician scheduled to do the work. She would like HPM to help with incorporating unit numbers under the new lights. HPM will present the board with options for new unit numbers and a plan for patching the holes underneath the existing ones.

**Financials**

There are currently 3 delinquent accounts having liens placed on them.

**Property Management Report**

Mike is working with Beartooth Signs on proofs for synthetic wood signs and hopes to have something to share with the board before fall. It was noted that the crosswalk sign on campus is broken. HPM will communicate with the Big Sky Community Organization to let them know.

The organized weed-pull was a success. Katie is happy to continue communicating with the owners and organizing weed-pull events. A suggestion was made to add signs on campus by the sections being addressed to help with awareness, and to incorporate photos into email communication so residents know what the noxious weeds are. The next weed pull was scheduled for Tue, 8/18. Weeds can be placed into the compactor if they are bagged.

Karla has communicated with Skyline about the bus station windows in need of cleaning. Skyline noted that smoking contributes to the dirty windows, and Karla asked HPM to order 'No Smoking' signs to be placed in this area. Additionally, 'No Smoking' signs should be placed in the tall-grass areas and signs on the condo buildings education owners on wildfires and fire restrictions. This information should also be emailed to property managers.

Carol asked HPM to follow up on the progress of addressing damaged screens on campus, including number of units with damaged screens, and plans to communicate with owners. Carol also asked Seanna to follow up with her on rule violations and any fines that were not assessed appropriately.

### **Adjourn**

Carol motioned to adjourn the meeting at 7:03 pm. Julie seconded the motion and the board went into executive session.



## Firelight BOD Meeting 10.26.21

### Managers' Report

#### FLM Campus

- Continue to work with Beartooth signs for updated signage
- Took inventory of posts for signs
- Took inventory of stop signs for possible replacement
- Reattached fallen heat tape (Chalets and Condos)
- Working with electrician to repair two streetlights (should we switch to LED?)
- Trimmed bushes/trees during fall cleanup
- 

#### Condos

- Turned off hose bibs before winter
- Adjusted crawl space heat
- Turned on hallway heaters
- Ordered sample numbering for posts
- Made final repairs on water damaged units from ice damming
- Repaired lights on exterior of A building
- Facilitated Mountain Alarm in servicing alarm panels
- Continue to reattach electrical boxes to posts as needed

#### Chalets

- Ordered paint for line painting (Painting schedule will be weather dependent)
- Adjusted and rehung heat tape throughout chalets
- Working with electrician to repair two streetlights
- 

#### Compactor

- Repaired conduit under door to cover exposed wires
- Ordered signage for compactor enclosure
- Reactivated Ring Camera

**Parking Management Report as of 10/20/2021**

| <b>Make of Vehicle</b> | <b>Date</b> | <b>Time</b> | <b>Unit/Tag Number</b>      | <b>Location</b>      | <b>Comments</b>      | <b>BOOTED</b> | <b>TOWED</b> | <b>Office Notes</b>                                 | <b>Warning Sent</b> | <b>Send Email</b> |
|------------------------|-------------|-------------|-----------------------------|----------------------|----------------------|---------------|--------------|---|---------------------|-------------------|
| Mercedes               |             | 9:30 am     | 354 Firelight Drive         | Neighboring driveway | emailed travis 10/14 |               |              |   | TRUE                |                   |
| Dodge                  | 09/21/21    |             | 120 Firelight Drive C-13    |                      | wrong parking spot   |               |              | neighbor complaint,                                 | TRUE                | TRUE              |
| Trailer                | 09/20/21    |             | 155 Aurora Lights Drive B11 | B-Building           | parked on lawn       | TRUE          |              | Mike removed boot after contact by owner            | TRUE                | TRUE              |
| Chevy                  | 09/17/21    | 3:50 pm     | 389 Firelight Drive         | Fire-lane            | Fire-lane            |               |              | Mike talked to offender, since repeat offender fine | TRUE                | TRUE              |

**Firelight Rule Enforcement Report - as of 10/20/2021**

| <b>Unit</b>            | <b>Date</b>      | <b>Category</b> | <b>Action Taken</b> | <b>Warning Issued</b> | <b>Fine Issued</b> | <b>Notes</b>  |
|------------------------|------------------|-----------------|---------------------|-----------------------|--------------------|---|
| 414 Firelight Drive    | 10/20/21 9:36 AM | Garbage         |                     | TRUE                  |                    | Large TV and other items in lawn. Will be fined/charged if placed in compactor. |
| 472 Firelight Drive    | 10/12/21 8:56 AM | Noise Violation | \$500 Fine          | TRUE                  | TRUE               | Emailed/spoke on phone with owner of the unit.                                  |
| 50 Firelight Drive D04 | 10/05/21 3:50 PM | Deck Storage    | First Warning       | TRUE                  |                    | 2 grills, dead plant on patio area.   |
| 465 Firelight Drive    | 09/30/21 3:38 PM | Other           |                     | TRUE                  |                    | Firewood  |
| 221 Candlelight Drive  | 09/30/21 3:36 PM | Garbage         |                     | TRUE                  |                    | Broken tiles piled up.  |
| 86 Candlelight Drive   | 09/30/21 3:34 PM | Charcoal Grill  |                     | TRUE                  |                    | Charcoal grill  |
| 268 Candlelight Drive  | 09/30/21 3:33 PM | Other           |                     | TRUE                  |                    | Firewood  |
| 465 Firelight Drive    | 09/21/21 3:15 PM | Garbage         | First Warning       | TRUE                  |                    | Cut up mattress and disposed of in compactor                                    |
| 361 Firelight Drive    | 09/07/21 8:40 AM | Garbage         |                     | TRUE                  |                    | Overflowing trash   |
| 425 Firelight Drive    | 08/30/21 3:58 PM | Garbage         |                     | TRUE                  |                    | Trash taken curbside Sunday evening overnight.                                  |
| 116 Candlelight Drive  | 08/30/21 3:51 PM | Garbage         |                     | TRUE                  |                    | Food left outside.  |

## Firelight Owner Communication

**From:** Ed  
**Sent:** Monday, August 30, 2021 4:11 PM  
**To:** Seanna Farrow <sfarrow@hpmmontana.com>  
**Subject:** Re: FL - upcoming meeting notices

Hi Seanna:

When visiting again earlier this month we noticed the odor was still present on the upper level of the C Building. It appears the carpet has some major stains that could be the source of the smell. Is there a way to steam clean or replace the carpet upstairs to mitigate it?

Thanks again.  
Ed

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**From:** Pat  
**Sent:** Tuesday, August 31, 2021 3:20 PM  
**To:** Seanna Farrow <sfarrow@hpmmontana.com>  
**Subject:** Proposal to be presented at the Homeowners Meeting on September 21,2021  
**Importance:** High

Seanna per our conversation yesterday I am sending this to you:

There has not been an independent audit on the Firelight Condominium financials for many years. With a continual increase in condominium fees and vague answers by the Board as to why the increases and how the monies are spent, I feel, and independent auditor of the books paid for by the Condominium Association is warranted. I plan to submit this proposal at the meeting and would like to garner support from the homeowners. If you could contact the homeowners to make them aware of this and perhaps get an indication of what kind of support or interest is available, I would appreciate this. I am willing to speak to anyone who wants to contact me. You may give them my phone number (334-663-2057) and my Unit number D-12. You can also inform the Board of my intention.

Thank you very much,  
Pat