

**Firelight Board Meeting**  
Tuesday, October 18, 2022 6:00 PM  
Meeting Minutes

**Attendance**

Board members in attendance included, Karla Y., Carol P., Matt W., Hannah D., Jim D., and Julie B. Owners present included, Ed H., Mary S., Cackie B., Jeff G., Charles K., Pat K., Rosalie R, and Nick B. Others present included Julie B., Dan L., Derek W., Mike P., and Scott H. of Hammond Property Management.

CALL TO ORDER

Karla called the meeting to order at 6:01 PM.

**Minutes of August Board Meeting.**

***Hannah D. motioned to approve the minutes of the August board meeting. Matt W. seconded. All were in favor and the minutes were approved as presented.***

**Schedule Next Board Meeting**

The Annual meeting was scheduled for Tuesday, November 15, 2022, at 6:00 PM at the Hammond Property Management Conference Room. The monthly meeting will not be held in December.

NEW BUSINESS

**Financial Update:**

Carol P. presented the financial update. Financials in good standing. Accounts receivable is higher than normal due to 12 past due owners. Discussion was held regarding process of contacting past due owners and filing liens.

**Roofing Committee:**

Ace Roofing, a local Montana roofing company specializes in managing logistically complicated roofing projects and do commercial and residential work across Montana. They presented preliminary estimates for shingles and cold roof for the three building types on campus (condos, 4plex and 2 plex). The campus could be completed in one season. Hammond Property Management will work on RFP for the roofing bids.

**Appoint Board Positions:**

After the Annual Meeting, the Board appoints positions for the year. ***Hannah D. made a motion for Carol P. to continue in the Treasurer position. Julie B. seconded. All were in favor, the motion carried.*** Both Karla Y. and Julie B. were interested in the President position. Both provided credentials and qualifications to the group. Julie B. received the majority of Board votes with Jim D., Julie B. and Karla Y. refraining from voting. ***Hannah D. made a motion for Julie B. to serve as President. Matt W. seconded. The motion carried. Julie B. motioned for Carol P. to serve the dual role of Secretary. Hannah D. seconded. The motion carried.***

**Irrigation Holding Tank:**

Mike P. from Hammond Property Management presented the installation of a 30,000-gallon irrigation tank which would help increase irrigation output. Matt Huggins of West Fork Utilities offered to help create an RFP for this project. The RFP with engineered design is estimated to cost \$25,000 to \$30,000.

A discussion was held regarding the funding of this project and the upgrade of the irrigation system. Mike will work on obtaining a proposal from West Fork Utilities.

**Heat Tape:**

Hammond is tasked with fixing heat tape in the spring and the fall. Hammond asked the board if they would like to eliminate some of the heat tape with all of the roofing discussion to see how the roofs will perform especially in the roof valleys. Hammond will continue to run heat tape as normal.

OLD BUSINESS

**Water Sewer Update:**

Jim D presented the update. We need a few more signatures to start the process to create independent Water Sewer District. The petition is located at the Hammond Property Management office.

**Windows and Screen Replacement Project:**

Guys Glass has been working on campus and completed units. Owners are continuing to communicate progress. Next meeting action to move forward will be discussed. The Board is offering a financing option, please reach out to Hammond for more information.

**Parking Committee:**

Nothing to report at this meeting.

**Tree Update:**

The 20-replacement trees have been planted around campus. The project was under budget, so a few additional trees were ordered from Mountain Scapes to plant around the trash compactor and the RV parking lot.

REPORTS

**Property Management Report:**

Dan L. presented the manager's report, which was included in the meeting packet. Precision will be working on realignment of leaders for the diseased. They will be performing the service within their current contract. An inspection of the Heat loss was conducted with recommendations. The inspection report will be available shortly. Hammond also met with Gallatin Waterworks to eliminate 19 native zones in irrigation which will redistribute the water to the active zones.

**Rule & Parking Enforcement Reports:**

Derek W. presented the highlights of rule enforcement report, which was included in the packet.

**Owner Communications:**

No owner communication to share.

**Adjourn**

The meeting adjourned at 7:33 PM.