

# Crail Ranch Townhomes Annual Owners Meeting

Thursday, December 29, 2022 at 10:00 am

## Meeting Minutes

### Call to Order

Vince Meng called the meeting to order at 10:00 a.m.

### Attendance

Owners present in person were Gloria Hassman, Chuck O'Reilly, Steven Talley, Jeff Cranford, Georgia Boley, Vince and Sue Meng, and Jay Leopold, owners attending virtually were Charlie Callander, James Murphy, Rick Hamm, Todd Richman, George Bray, Bill Fulton, Frank Boley, Nancy and Ronald Kurz, and Matt D'Lando. Also present were Edrina (in person) and Rich (virtually) from Lindell & Associates, and Scott Hammond, Mike Palmer, Ryan Welch and Maria Locker from Hammond Property Management, all in person.

Quorum was established with 94.481% of owners represented either in person or by proxy.

### 2021 Annual Meeting Minutes

The Board suggested the following correction to the 2021 Annual Meeting Minutes:

#### **Recommended Edits to conform with the Crail Ranch Town Homes By-Laws (in red) -**

*There were three open board positions, each for a 2-year term. Charlie **Callander** and Jerry Hood were reelected for another term, Jeff Cranford was elected to replace Jerry Mistretta, **who sold his Crail Ranch home and resigned from the Board in 2021**. The current board positions and terms are as follows:*

- *President: Josie Erickson (2-yr term, Dec 2020-2022)*
- *Vice President: Vince Meng (2-yr term, Dec 2020-2022)*
- *Treasurer: Jeff Cranford (2-yr term, Dec 2021-2023)*
- *Member at large: Charlie Callander (2-yr term, Dec 2021-2023)*
- *Member at large: Jerry Hood (2-yr term, Dec 2021-2023)*

***A motion was made to approve the 2021 Meeting Minutes with above mentioned correction. The motion was seconded, all were in favor and the minutes were approved unanimously.***

### Financial Review

Rich Lindell presented the financial reports per November 15<sup>th</sup>, 2022 as attached in the meeting packet. Total cash is \$211,411.00. The loan balance on the report shows a balance of 1.4 million, with several owners paying off their part of the roof loan, the current balance is about \$840,000.00. The operating budget shows a deficit of \$9,482.00 due to a deficit carried over from the prior year, the reserve balance is negative due to the roof loan. The budget overall is performing as expected.

### Proposed 2023 Budget

Overall costs in Big Sky are rising due to labor and material increases. There will be an increase in administrative and maintenance expenses. With the new cold roofs, roof shoveling will be minimal. Scott Hammond asked to keep a shoveling line item in the budget to cover regular grounds shoveling. Historically, this cost has been part of the management fee, due to extreme spikes in labor costs for this service, Hammond can no longer absorb this expense. The line-item Roof Reserves will only be assessed to owners that did not pay off their part of the loan.

Mike Palmer from HPM explained that after the loan was closed, Cornerstone Management submitted more invoices totaling about \$43,000.00. This was due to holding back a 5% retainage to make sure any punch list items will be completed satisfactory by the contractor. A clerical error was made in incorrect timing with issuing these final invoices. In that the final Cornerstone Management invoice was submitted after the closing of the loan documents the owners agreed to pay their fair share of the bill. It was decided to add the cost to dues over the next 4 quarters. Cornerstone

agreed to payment of the invoice in two installments. The final roofing bill still came in under the estimate from two years ago.

***A motion was made to approve the budget with the addition of \$43,000.00 to cover the late submitted Cornerstone invoices. The motion was seconded, all were in favor and the budget was approved unanimously.***

### **Managers' Report – Hammond Property Management**

Hammond is working on updating their management contract to present to the board. The new contract will outline duties of HPM to be clearer about what the management fee includes.

Ryan's managers' report was included in the meeting packet. Highlights included:

- Completion of roof project – the roof is performing very well
- Cleanup of the propane tank repair
- Propane tank shoveling
- Roof shoveling and heat tape repair
- Drywall repairs from roof leaks
- Landscaping was handled by Precision Lawn Care, service was marginal, budget was raised to hopefully find better Landscape Contractor for next summer
- Painting touch-up around campus with Expert Finishes
- Boiler Inspections
- Fire Suppression Testing
- Garbage – Ryan will pull out garbage cans Monday morning if HPM is notified. Garbage service charges per emptied can.

Ryan stated that there are some capital improvement projects and deferred maintenance items that will need to be addressed - concrete aprons, privacy walls on the meadow side, and decks and railings

### **Community Updates:**

- Tiger Grant Project/Lone Mountain Trail road work is slated to continue this summer
- Pond and Stream work – still in the planning process, water rights are an issue
- Post Office – Big Sky is a contract Post Office, currently the contract is slated to be terminated by the end of February, no update is currently available.

### **NEW BUSINESS**

- **Operating business out of unit:** The topic of a business being run out of residences in Crail Ranch was discussed. Different points of view were expressed by various owners during the meeting. Discussions will continue and an amendment to the Governing Documents may be proposed
- **Rental Impact on Campus:** The Boards thoughts and concerns were shared as part of the meeting packet. Potential added costs caused by short-term rentals were discussed – insurance, administration, garbage were mentioned. Imposing of a minimum stay of at least 4 days was suggested. Any amendments in the Governing Documents will only apply to future owners unless current owners agree to follow new guidelines. Owners renting their units who participated in the meeting seemed agreeable to imposing a minimum stay for short term rentals.

### **Results of Board Member Election**

There were two open board positions, Vince Meng and Jay Leopold were elected each for a two-year term. The board will decide on officer positions in their next Board meeting.

Board Members, along with their terms, are:

- Vince Meng – Dec. 2024
- Jay Leopold – Dec. 2024
- Jeff Cranford – Dec. 2023
- Charlie Callander – Dec. 2023
- Jerry Hood – Dec. 2023

***A motion was made to approve the results of the election. The motion was seconded and carried unanimously.***

### **Adjourn**

The meeting was adjourned at 11.51 a.m.

DRAFT