

Crail Creek Club Annual Meeting

October 19th, 2022 at 12:00 p.m. MDT

Meeting Minutes

Call to Order

Charon Warwick-Canning called the meeting to order at 12:05 p.m.

Attendance

Owners in attendance in person were Cami and Kirk Weber, Bruce Pallante, and Kathy Schauer; owners participating virtually were Chuck Buker, Roger Warr, Rex Dollinger, Joe Cahalan, Charon Warwick-Canning, Leif Johnson, Lesley Alderton, Gabe Lapito, Gary Alsup, Graeme Ingham, and Annie Thompson; Rich Lindell (virtual) and Edrina Pico (in person) attended for Lindell & Associates; in attendance for Hammond Property Management were Scott Hammond, Ryan Welch, Shelly Hensley, and Maria Locker.

Quorum

Quorum was established with 82.63% between proxies and owners participating in the meeting.

Approval of Meeting Minutes

A motion was made to approve the 2021 Annual Meeting Minutes, the motion was seconded, all were in favor and the motion passed unanimously.

Manager's Report

Ryan presented the manager's report listing a few highlights throughout the year:

- Heat tape was added at unit 24
- Annual fire suppression and fire extinguisher inspections
- Monitoring of heat tape and breakers
- Working with BSOA for stairwell approval
- Turning on irrigation
- Facilitating exterior window cleaning
- Cleaning of clogged gutters around campus
- Removal of dead aspen on campus
- HPM will reach out to a contractor to get a price for dryer vent cleaning. Owners can choose to participate at their own expense.
- Ryan has been replacing exterior light bulbs with lowest watt bulbs available to keep light as unobtrusive as possible
- Scott went over future potential projects:
 - Paint rotation needs to be discussed
 - Resealing and repair of asphalt – HPM is getting estimates, these are by linear foot, some of this repair will need to be attributed to the contractor causing some of the damage, resealing is recommended every 5 to 7 years
 - New light fixtures
 - Chimney tabs should be repainted, it is hard to find a contractor for a small project, this should be added to the paint rotation

- Driveway repairs
- Landscaping - Chuck mentioned that the annual budget for grounds maintenance will increase by \$10,000.00 to increase the scope of work
- Prior to painting, carpenters will do repair work as necessary
- Possibly add a wagon as a flower planter
- Landscape Committee:
 - Cami Weber is the head of the landscape committee. Other volunteers are Charon Warwick-Canning, Kathy Schauer, and Annie Thompson. The Landscape committee will work withing the landscape budget.

Financial Report

Rich Lindell presented the financial report as attached to the meeting packet. Current total cash is \$265,643.00. He explained the line item "Due from other funds" of -\$423,240.00 as an accounting mechanism. Money can flow from reserve funds to operating funds daily to cover bills. Due to the loan, this line item would have to be transferred out of checking into the reserve money market account to make the money market account equal to reserve funds and loan. Loan payments are reflected in the Reserve Expenses, Rich will list interest payments as a separate line item within this account. The loan was for the roof project, not for the current stairwell and deck project. There is no expense for window repairs as the prior board had decided that this would be an owner's expense versus an HOA expense. The new governing documents provide for this to be an HOA expense again. Rich went through the proposed budget and explained that most increases are due to general inflation and increase in labor costs in Big Sky. The special assessment will stay the same for this year, loan assessment will be increased due to higher loan payments. Total budget increase will be about 9.5%. This is the second year of a 3-year special assessment, Chuck foresees the special assessment for the third year to be less. It is proposed to reduce the maintenance line item by \$4,000.00 and re-categorize this amount for window repair.

A motion is made to approve the budget with above mentioned modification. The motion is seconded, all are in favor and the motion passed unanimously.

Chuck shared a power point presentation with a short summary of the operating budget, details about the loans and reserves, as well as special assessments. See attachment.

Charon mentioned that environmental coverage was added to the insurance policy in the event there will be water contamination through the new Yellowtail development. She also mentioned the importance of owner's personal insurance to be adequate and dove tailing with the HOA insurance, especially when renting.

The special assessment covers the stairwell and deck project. Chuck stressed the importance of having an adequate reserve plan to be adequately prepared for future projects.

Project Update

Charon spoke to the current stairwell and deck project; she has sent regular updates throughout the summer. The contractor that was hired is not performing as expected and may not finish the job. A project management company, Montana Construction Management, was hired to oversee the project. They are working on getting the contractor to complete underway stairwells and decks, as well as getting an accurate inventory. The contractor is not very responsive. So far, \$275,430.00 have been paid out to the contractor. Open decks will be closed before the winter, another contractor will facilitate if needed. Kathy Schauer recommended the HOA paying vendors directly and not going through the contractor for materials. Materials

are still stored on campus, but Sharon is working on getting them removed and stored off campus for the winter.

Old Business

- Parking rules will need to be addressed
- Meeting of the Gallatin County Planning Commission regarding Yellowtail Development, the project will most likely start soon, 3 variances were met, one more is outstanding but will most likely be resolved
- Charon stressed the importance on only using plastic shovels – no metal edges - on the new stairwell materials
- Chimney clean make-ups will be scheduled this fall

Results of Board Member Elections

A call for nominations was sent prior to the meeting, and a ballot was circulated for owners to cast their votes for up to 5 of 8 nominated board nominees. Board members elected were Chuck Buker, Kathy Schauer, Charon Warwick-Canning, Max Scheder-Bieschin, and Bruce Pallante. The board will decide on positions and terms (2 1-year terms and 3 2-year terms) at the next board meeting.

2023 Annual Meeting Date

Next year's annual meeting will be held in July with the budget year running from August 1st through July 31st. The board will discuss the meeting date at the next board meeting.

Adjournment

The meeting was adjourned at 2:22 p.m.