

CRAIL CREEK CLUB (CCC)

Board of Directors Meeting

Tuesday, September 12th, 2023 at 3:00 p.m. MDT

Meeting Minutes

Attendance

Board members in attendance were Chuck Buker (CB), Bruce Pallante (BP), Max Scheder-Bieschin (MS-B), and Kirk Weber (KW). Also in attendance were Steve Atkins (SA) and Mark Lea (MLea) – Landscape committee, owners Charon Warwick-Canning (CW-C), James Isaacson (JI), Allen Brokaw (AB). For Hammond Property Management (HPM) in attendance were Scott Hammond (SH), Ryan Welch (RW), Maria Locker (ML), and Blair Hartley (BH).

Approval of Minutes

A motion was made to approve the minutes from July 11th, 2023 as presented. All were in favor and the minutes were approved unanimously.

A motion was made to approve the minutes from August 31st, 2023 as presented. All were in favor and the minutes were approved unanimously.

The August 1st, 2023 meeting minutes will be approved in the next meeting.

HPM Management Report

RW presented that one unit's roof leak was fixed, two units have broken glass that are on the schedule to be fixed, the irrigation system has been winterized, removed a hornet's nest, and will come up with a plan to begin replacing broken light fixtures campus wide.

Deck Stair Project Update

CB updated that Todd is close to compiling the punch list for the project. This project has been more extensive than initially estimated due to damage unseen. The soffits will now need to be assessed and an estimate attained for future repair from deck/stair project.

Additional Campus Projects

CB projected that the following items will need to be completed:

- rebuild stonewalls on the Curley Bear side (Hammond to get quotes), a different design may be entertained (maintenance free)
- assess stair tile repair costs for units 18/24 and 43/49
- attain bid for new gutters between 2 & 3 bedroom units
- soffits under 3-bdroom decks (SH to provide a quote)

Landscape Committee Report

The landscape committee (SA, MLea, Cami Weber) completed a walkthrough two weeks ago with RW and Andrew from Montana MGMT. A report from the landscape committee with their findings and recommendations is attached. All communication about landscaping is to be conducted through RW and HPM, owners will be informed. The major projects that will need to be addressed before winter are the rocks/mulch, bed borders, pruning over 15 ft heights, removing dead trees/shrubs, and drainage issues. A landscape company and/or tree service may need to be contracted to address some of these items. RW has

put out sandbags to help with the drainage issues and to prevent further water intrusion into crawl spaces. A gutter extension to divert water further away from the buildings is entertained. Owners will be emailed a notice concerning all landscaping projects.

Roof and Gutter Committee

A committee was formed consisting of MS-B, KW, and Todd. A walkthrough is scheduled next week for roof mitigation with engineer. There will be a follow-up meeting Tuesday September 19th, 2023 at 3:00 p.m. in which SH will also attend.

New Business

Concrete step in front of unit 80 will be assessed and repaired as best as possible.

An overview of projects email will be sent by the board to update owners.

Buffalo Restoration will be on campus Thursday September 14th, 2023 to assess water intrusion and mold in two units. They will complete an inspection and give recommendations on necessary actions.

The meeting was adjourned at 4:16 p.m. MDT.

CRAIL CREEK CLUB (CCC)

Board of Directors Meeting

Executive Session

Tuesday, September 12th, 2023 at 4:20 p.m. MDT

Executive Meeting Minutes

Attendance

Board members in attendance were Chuck Buker (CB), Bruce Pallante (BP), Max Scheder-Bieschin (MS-B), and Kirk Weber (KW).

For Hammond Property Management (HPM) in attendance were Scott Hammond (SH) and Maria Locker (ML)

- 1. Delinquent Assessments:** BP, MS-B, and KS are working on procedure which will follow the rules in the Declaration
- 2. Board Committees:** Any committee is Board appointed and reports back to the Board
- 3. Parking Rules and Regulations:** *A motion was made to approve the parking rules and regulations as previously shared with the Board, all were in favor and the motion passed unanimously.* Maria will send notice to all owners and property managers.
- 4. Treasurer's Report:** A meeting with Doug Shanley, CPA of the HOA, will be scheduled to discuss expectations.
- 5. Action Items:** see attached
- 6. Goals and Priorities:**
 - a. Enforcement of rules
 - b. Roof leak solution
 - c. Gutter cleaning campus wide and gutter repairs where necessary
 - d. Soffits and walls by 3-bedroom units
 - e. Garage doors
 - f. Drainage
 - g. Outside light fixtures – RW to get quote for campus
 - h. Hiring an architect to redesign the stone walls and modernize the campus is discussed

The meeting was adjourned at 5:45 p.m.