

CRAIL CREEK CLUB (CCC)

Board of Directors Meeting

Wednesday, October 12th, 2023 at 3:00 p.m. MDT

Amended and approved 2/13/24

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 owners Kaye Pallante (KP), Charon Warwick-Canning (CW-C), Jan Lampe, and Julie Brokaw. 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 September 12th, 2023 as presented. All were in favor and the minutes were approved unanimously.

A motion was made to approve the minutes from August 1st, 2023 as presented. All were in favor and the minutes were approved unanimously.

Treasury Report

MS-B is working with former treasurer Kathy Schauer and with Doug Shanley (CPA) on a smooth transition of the treasurer position. MS-B will follow up with Shanley concerning circulation of reports needed for monthly board meetings and long-term goals/projects. Work continues to properly transition tax return filing to our FY (short year filing is needed and is being researched).

HPM Management Report

RW presented that temporary downspout extensions have been added. He also walked the campus to determine where delineators and snow piles would be located on campus this winter. Welch reviewed the expectations for shoveling - all shoveling will be completed by around 10:00 AM with no PM services, and a small front-end loader will be available for additional support. Light bulbs were replaced as needed throughout campus, and gutters will be cleaned after all leaves have dropped from trees.

~~Buffalo Restoration came to the campus to conduct testing on three crawlspaces affected by groundwater. Results indicated that while all areas had moisture, mold readings did not indicate a need for mitigation at this time. During the meeting one owner stated that independent testing completed prior to Buffalo Restoration inspection and testing with Ryan Welch indicated different results. HPM and the Board requested a copy of the report to reconcile any discrepancies. RW will continue to evaluate drainage and grading improvements while weather permits this Fall.~~

Amended language –approved at BOD Meeting 02/13/2024:

~~Buffalo Restoration came to the campus to inspect three crawlspaces affected by groundwater. Following visual inspections and conversations between Ryan Welch and Buffalo Restoration it was concluded that while moisture was observed in some locations in all three crawl spaces, the results of the observations did not warrant additional testing or mitigation in any of the three units. During today's BOD meeting one owner stated that independent testing by Buffalo Restoration in the crawl space below their unit (completed prior to Ryan and Buffalo Restoration's inspection) indicated different results. A copy of the report was requested by~~

HPM and the BOD to reconcile any discrepancies. RW will continue to evaluate drainage and grading improvements while weather permits this Fall.

RW has secured a recommended product to repair the settling cracks of some 2-bedroom stoops. BP's unit will be used as a test object, if results are satisfactory, RW will move forward with other repairs if weather permits.

BP has a sample of both sizes of light fixture glass panes and will explore having a few panes made in Missoula to temporarily replace missing or broken panes around campus. New light fixtures are on hold due to financial considerations at this time.

Montana Property Management and the landscape committee did an outstanding job with the pruning/landscape maintenance and received high praises by many owners.

Deck Stair Project Update

CB updated that the project is 95% complete for the main items. There is still an extensive punch list of over 125 items and funds have been held back until completion. The mason is currently working on the stair tiles on buildings 1&2 but will ultimately have to finish in the spring due to freezing temperatures.

There numerous change orders and expenses incurred due to the unforeseen structural deficiencies and some rotten glulams and support posts. The board will update all owners in a few weeks as to the project cost effects of correcting these items.

Roof and Gutter Committee

MS-B and KW along with SH, Project Manager Todd Rossier and consultant Jack Pearson completed a walkthrough to gather data. Jack Pearson will create a final plan to best suit campus needs after observing the roofs this coming winter. The board discussed roof snow removal, which is budgeted for the upcoming winter. Steaming is cost prohibitive. Shoveling seems to be the best short-term option; however, Scott emphasized that shoveling will shorten the life of shingled roofs and that some damage is unavoidable no matter how much care is exercised. The board accepted and noted the consequences of shoveling until a better immediate solution is identified.

Additional Campus Projects

CB pointed out that the stone privacy walls on the Curley Bear side of campus, which are a common element, are in poor shape and in need of rebuilding. Proposals have been requested to present options to address these, as well as those that were damaged from post replacements during the deck project. (The walls along the golf course side were rebuilt a few years ago)

New Business

A project overview will be sent via email by the board before the holidays to update owners. An owner requested that all meeting recordings be posted. The board indicated that recordings would not be posted per established policy and previous board decision on the matter.

The meeting was adjourned at 4:00 p.m. MDT.

Executive Session

Meeting Minutes

Attendance

Board members: Chuck Buker (CB), Max Scheder-Bieschin (MS-B), Bruce Pallante (BP), Kirk Weber (KW)
HPM: Scott Hammond (SH), Blair Hartley (BH), Maria Locker (ML)

Delinquent Assessment Collection Policy

The board began discussion of the draft policy and hypothetical example developed by the subcommittee. Following a discussion, the 4 board members agreed the policy would impose interest on unpaid balances at the rate of 12% per year and impose a \$100 late fee. Balances not paid within 120 days would be subject to full scale collection efforts and penalties as provided in the Declaration. These provisions will be incorporated into a draft for final approval next month.

Deck/Stair project

Punch list will need to be completed before releasing retainage to contractor. Estimate for soffit (ceiling of the 3 bedroom decks) replacement is \$48,000.00, the contractor can complete 2 decks per day, so it should only take 8 days.

BSOA

BSOA is investigating potential violations to the project approval, specifically questioning the height of the privacy walls and exceeding the 18 month project completion requirement. ML sent BSOA the original approved application, no action needs to be taken at this time.

Owner letter

The board discussed various elements of a letter sent to the board and copied to all owners. An appropriate response and distribution will be developed.

