

Minutes

Mammoth Creek Board of Directors Meeting
July 2, 2014

5:30 p.m.

Mammoth Creek Condominiums Office

Approved August 6, 2014

In attendance at MCC Office: Board member Harvey Place, Managers Cheryl Caton and Gary Small, MCC HOA Attorney Tim Stafford. **In attendance via conference call:** Gary Drlik, Sara Gomberg, Ed Klotz, Mary Beth Richardson.

1. Call to order

President Gary Drlik called the meeting to order at 5:31 p.m.

2. Approval of May 20, 2014 BOD Meeting Minutes

Harvey moved to approve the minutes. Sara seconded. Approved unanimously by roll call vote.

3. Owners' Forum

Any homeowner may address the Board or wait until later to discuss an item as it appears on the agenda. There will be a three-minute time limit per homeowner comment, per item.

- No owners present

4. Review Action Items from May 20 Meeting

Action Item	Next Steps	Person Responsible	Status
Window Replacement	Prepare spreadsheet/cost schedule for distribution to owners	HSM	All Completed
	Finalize draft of letter, distribute for final review	MBR	
	Copy selected pages from Milgard brochure in color for inclusion in owner packet	HSM	
	Notify window vendors of our final decision	Gary & HSM	
	Distribute window replacement documents	Gary & Butner	
Phone numbers	Provide list of owner phone numbers to BOD	HSM	
Agenda postings	Include Butner in Agenda email distribution	MBR	

5. Window Special Assessment

- a. Inspector of elections to open and count ballots—all ballots were opened and tallied during the meeting; Inspector of Elections (Cheryl Caton) conducted the count and recount; verified by Harvey Place and Gary Small.
- b. Ballot results
 - i. Ballots received: 48
 - Quorum # of ballots required—31
 - Number of “approve” votes required for passage—25 (majority + 1)
 - ii. Approve: 26
 - iii. Disapprove: 22

- c. Next steps
 - i. Return ballots and ballot materials to Butner with signed verification of vote.
 - ii. Process will be similar to fireplace project: each unit owner will enter into a purchase agreement with Mammoth Screen & Glass, will make payment to MCC HOA (& send in to Butner), & Butner will cut checks to MSG (50% at order, balance at completion).
 - iii. Arrange payment details with Butner (pre-signed checks for the purpose of paying MSG as work is completed).
 - iv. 2 docs need to go out to owners
 - cover letter—results of voting
 - instructions for owners
 - v. Post same letter & instructions on Website when mailings go out

6. Executive Session

Consideration of litigation threatened by homeowner Lawrence Malcolm

- a. Adjourned to Executive Session at 6:03 p.m.
- b. After discussing Mr. Malcolm’s opposition to the window assessment with Tim Stafford, the BOD authorized Counsel to write a position paper that will address each of Mr. Malcolm’s arguments about the window assessment. Counsel will FAX the letter to Mr. Malcolm and cc to Gary D.
- c. Session ended at 7:25.

7. Agenda Building

- a. Next meeting date, time, and location
 - i. Call-in meeting after July 20 when nominations are due.
- b. Agenda items to consider
 - i. Validate nominations to BOD
 - ii. Determine election next steps

8. Review action items

Action Item	Next Steps	Person Responsible
Window Project	Return ballots and ballot materials to Butner with signed verification of vote	Cheryl
	Butner: arrange pre-signed check & MSG Payments	Harvey
	Letter/instruction to owners	MBR & Gary
	Post letter/instructions on Website	MBR

9. Adjournment

President Gary Drlik adjourned the meeting at 7:46 p.m.

Respectfully submitted,
 Mary Beth Richardson, Secretary
 July 2, 2014