

# Minutes

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## Mammoth Creek Board of Directors Meeting

December 18, 2018

7:00 PM

Conference Call

Call-in Number 712-432-3900

Conference participant PIN: 668742#

**In attendance [via conference call]:** Board members Gary Drlik, Ed Klotz, Harvey Place, Tom Waller, Ken Gilbert, Manager Gary Small

### **1. Call to order**

President Gary Drlik called the meeting to order at 7:09 pm

### **2. Approval of:**

#### **- September 19, 2018 Board Minutes**

Ed motioned to approve, Gary seconded, approved 3-0 (Tom and Ken had yet arrive at meeting, so only 3 votes).

### **3. Owner's Forum**

No owners present.

### **4. Update on Door Project**

- Gary Drlik and Gary Small negotiated an \$8k savings by having the vendor use condo rental units here for the workers. Signed the contract for a total for \$132,119.16. Optional item for additional trim similar to our doors. Units 29 - 60 currently have slightly different trim than the other units. This would cost an additional \$2300 (excluding painting). Gary S. has requested 4 Points (our current local painter) for a painting quote for the trim. Board felt this was worth while for consistency. Will need to decide color scheme by April or early May (won't affect price).
- Gary D. made a motion to accept 1x4 product to match our trim around windows, making appearance of all doors consistent, at a price of \$2377.80. Somebody (Ed?) seconded. Approved 4-0 (Per previous notification, Ken did not arrive until 7:30, so only 4 votes).

### **5. Manager's Report**

- Just enough snow to bring tourists, but not too much snow removal so far.
- Outdoor closet for number 9 will get a new door in the spring.

- Amerigas propane bill (used for pool and spa water heating and barbeque) has been discussed. We were paying \$5-5.15 per gallon, which seems quite high.
- Damon of Mammoth Screen and glass finished up warranty work on windows on which locking mechanism was problematic. 2 units remain to be done (#38 and #18), probably will be started in early January after holiday use is over.
- Town has a requirement that all units contain a smoke and carbon monoxide detector. Some units don't; we'll send out a letter.
- Sent out survey regarding HSM, results were positive.
- Gary D. and Gary S. walked the complex with Damon to sort out the warranty work. A few additional loose ends need to be handled.
- Also an issue came up regarding vendors having master key. Cheryl and Gary maintain a log to maintain who has master keys, but we decided we will be more strict regarding giving out master keys, using the log, and only giving it out to vendors working in multiple units on the same day.

#### **6. Update on HOA Web Site**

- Ed had a call with previous secretary Mary Beth Richardson, who managed the web site. HostGator manages the web site domain, while Wordpress is used to maintain the actual web pages. HostGator had suspended the web site due to malware. At the moment nobody can log in to HostGator to get anything done. Ed contacted HostGator to get the account restored; as expected we needed Mary Beth to contact them to request a password reset. (Update: Mary Beth confirmed the day after this meeting that she has sent Host Gator the info they needed for the password restore).

#### **7. Treasurer's report (Budget prep for next year)**

- First pass of budget:
  - Harvey sent out info regarding new legislation regarding Fidelity Bond requirement based on reserves and 3 months of HOA dues (just over \$500k for us). State Farm indicated that the 5 board members need to be named and will have to complete a fidelity bond questionnaire. Harvey will send this out to everyone. HSM doesn't need to be included since they don't sign checks. Our rate only goes up for \$223 per year, so this doesn't have a major effect on the budget. Board agreed to keep HOA dues the same (for the 10th straight year).
  - Got a price reduction on propane that should save \$14k per year. We got the reduction thanks to a tip from Butner HOA services, namely just request a volume discount from Amerigas, our vendor. Propane is used for pool and spa water heating and barbeque.
  - Discussed roofing and pool/spa. Moved up some of the roofing work (see previous meeting notes for details) given fire danger. Rescheduled some pool/spa work to compensate for short term decline in reserves (still within reserve study time frame). Gary D. thought we should have another bid or two for the pool/spa work when the time comes.
- After a discussion, Harvey will add the following:
  - \$223 for fidelity bond

- \$500 for back pack leaf blower (should reduce labor time and save money overall).
- \$200 for bike racks in building 1-24 area.
- 4 pool chairs at \$500, pool recliners at \$1600
- Some asphalt repairs. We agreed to add \$3000 to the budget for pathway slurry and minor repairs that were not done two years ago as had been originally budgeted.
- Harvey will send an updated draft by Dec. 31. Final budget needs to be provided to Butner by end of January. We'll probably need another board meeting in mid January.

**8. Update on Noise Study**

- Tom and Ken went through a lengthy list of consultants, filtered it out because many were not really experienced regarding condos. Down to about 5 companies between Tom and Ken. Approaches seemed similar; look at plans then use tapping machines to assess potential subflooring configurations. Agreed that Tom and Ken will sort out their 5 companies, recommend a consultant to use.

**9. CC&R documents review**

- We went through Articles I - III of the template for the planned new CC&Rs during September 9 meeting.
- Worked through Articles IV and V at this meeting.

**10. Executive Session**

- Nothing to discuss.

**11. Review of Action Items**

Action Item	Next Steps	Person Responsible	
Continue reviewing CC&R, Bylaws template	Article VI of CC&Rs and beyond	Board	
Finish Budget	Make adjustments discussed in item 7 above	Harvey	
Finalize sound recommendation	Pick the most suitable consultant	Tom, Ken	
Website	Get account reset so we can start using it again	Ed, Gary S.	
Schedule next	Mid January to accommodate budget	All	

meeting	requirements		
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**12. Adjournment**

- President Gary Drlik adjourned the meeting at 9:29PM

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Items Not Posted: In the event any matter not listed on this agenda is proposed to be submitted to the board for discussion and/or action, it will be done in compliance with Section 5.3 MCHOA By-Laws as an emergency item or because there is a need to take immediate action, which need came to the attention of the Board subsequent to the posting of the agenda