
Mammoth Creek Board of Directors Meeting

January 17, 2019

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 Cheryl Caton

1. Call to order

- President Gary Drlik called the meeting to order at 7:03pm.

2. Approval of December 18, 2018 Board Meeting Minutes

- Gary D. motioned to approve the 12/18/18 minutes as amended, Ed seconded. Approved 5-0.

3. Owners Forum

- No owners were present.

4. Web Site Update

- We still have not received password reset access from Host Gator. Ed called them in early January, inquiring about the status of their verification of Mary Beth's identity so that can send her a password reset. As of January 15th, Mary Beth indicated she had not received any reset info. Ed will contact Host Gator again. We discussed the option of just dropping the account and establishing a new one. This would probably require a new domain name for the web site. Host Gator also offers some malware protection for \$2.99/month, which we may want to use given the lengthy downtime this has caused for the website.

5. Manager's Report

- We lost another tree (parking log side in front of unit 11) during the last storm. This meeting was held during another major storm; can't yet tell if additional damage has occurred. Units 21 and unit 49 have requested new trees to replace the ones they lost. Decided to assess that during the onsite spring meeting. Gary D. asked Cheryl for a cost estimate of replacing those two trees.

6. Possible selection of Noise Study Company

- Photos of plans that were sent to one acoustical engineer were not helpful; he needs a larger scale copy. Another company could use the photos we provided, but

didn't change their bid. So we want to get a full dimensional reproduction in a .pdf file. Stack of plans is quite lengthy; Gary D. suspects that they don't need everything, just a few pages. Ken's contact companies did not request plans; they would do an onsite visit. Second contact has not returned calls, so he has dropped that one. Current max bid is \$4600. Discussion arose about whether to test any hard surface configurations in the unit, or just test carpeting vs bare subfloor. Tom suggested we ask Tim about what we should test. Decided to budget \$5000 into the building maintenance category. We were not in a position to select a consultant for the study. Agreed to ask Tim for guidance regarding testing existing hard surface configurations. Tom felt he needed this to determine the final cost. Won't be able to start until April 1 since it will come from next fiscal year's budget.

7. Approval of 2019/2020 Budget

- Per the noise study discussion, added \$5000 to the building expenses. Discussed interior office window painting a bit; Harvey recommended having 4 Points (our current painting vendor) do the painting this February or March so we can cover it in our current fiscal year. Office window painting cost is \$3500. He preferred to avoid adding this to the 2019/2020 budget. Harvey motioned to pay 4 Points \$3500 for the interior painting of the recently replaced office windows, transferring excess money from the bike path fund to the operating fund. Gary D. seconded. Some discussion ensued about whether this bid was reasonable. Based on our recent history with 4 points as well as some discussion of some other vendors, agreed it was OK. Approved 5-0. Cheryl will tell 4 points to get started. Then discussed roofing bid from Kenney; \$180k to do all 4 buildings. Harvey asked if door project needs to be in the budget. We will send initial payments regarding the door project by the end of February. Harvey will ask Cindy of Butner HOA regarding whether how we need to account for that in the budget. The doors are a replacement, and we have put money from the bike path sale into the replacement fund. Gary D. motioned to approve the existing document Harvey sent for the 2019/2020 budget amended to account for the \$180k roofing cost and \$5k for sound study, conditional on any requirement to include door project expenses in the budget. Harvey seconded. Approved 5-0. Harvey will check with Cindy Butner. Gary D. will process some of the comments he received for the cover letter and will get that to Cindy, who needs everything by February 1.

8. Door Project

- Gary D. talked with Chris Barnes of Best Windows; hoped to coordinate with our onsite meeting. After some discussion decided Sunday May 5. Roof and door construction will begin on April 29 and go through early May. Roof and external painting depend on the weather, so we cannot provide exact dates.

9. Revised CC&Rs

- We worked through Article VI and VII of the CC&Rs. We expect to finish our draft of the CC&Rs at our next conference call, then move on to the ByLaws. Then we will submit them to our attorney for review, after which we will circulate the resulting draft to the owners for feedback.

10. Executive Session

- Nothing to discuss.

11. Review of Action Items

Action Item	Next Steps	Person Responsible	
Continue reviewing CC&R, Bylaws template	Article VIII of CC&Rs and beyond	Board	
Finish Budget	Make revisions discussed tonight in budget spreadsheet, send it and cover letter to Butner HOA Services by February 1 so they can assemble the packet for homeowners by March 1.	Gary D., 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 meeting	February to continue with new CC&Rs in a timely manner	All	

12. Adjournment

- President Gary Drlik adjourned the meeting at 9:43pm.

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