

# Minutes

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## Mammoth Creek Board of Directors Meeting

August 20, 2019

5:30 PM

Location: Mammoth Creek Condos Office

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, homeowner Ken Ewing, homeowner Dave Anderson, Cheryl Caton of High Sierra Management

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

- President Gary Drlik called to the meeting to order at 5:33pm.

### **2. Approval of July, 22 2019 Board Meeting Minutes**

- Harvey motioned to approve as last provided; Tom seconded. Approved 5-0.

### **3. Owners Forum**

- Dave Anderson said the new doors look great. Ken Ewing seconded.

### **4. Manager's Report**

#### **• Update of Unit 1 Plumbing**

- Everything regarding the crawlspace leak that was under HOA purview has been handled. The dishwasher in unit 2 had a leak that dripped into unit 1. Unit 2 has responsibility for that. Mostly done, but not finished. Should be done by the weekend

#### **• Roofing Schedule**

- Material is here, but the roofing company has not started. Supposedly they were to start on Aug. 15. Cheryl and Gary suspect we have been delayed into September. Board requested Cheryl or Gary contact the roofer on 8/21, get back to the board with the schedule. Ken pointed out that we have signed a contract, but apparently it doesn't include start dates, since the material delivery date was unknown.

#### **• Owner request regarding change in non smoking policy**

- Decided to discuss with our attorney Tim Sanford on September 6, so we can tell the homeowners what we are thinking and get feedback at the Sept. 7 HOA meeting. Gary D will send the letter from the owners of Unit 18 to Tim shortly so he is aware we wish to discuss on Sept. 6.

## 5. MUF update

- Decided to request Stuart Brown of the Town attend the HOA meeting or send somebody else, but not to attend the board meeting. We can adjust our HOA schedule if he can be there by 2pm.

## 6. September 7 HOA meeting update (should be brief)

- Agenda items were all provided. Financials did not go out because Butner's new CPA (old one suddenly passed away) has not provided the financials yet while coming up to speed on the Butner accounting system. Harvey has been in contact with Cindy Butner; hopefully we'll have copies available at the HOA meeting. Ken found some 8 foot tables at \$8 per table and \$2 per chair. We need 7 tables and 30 chairs. Tom will be coming up on Wednesday or Thursday. Reviewed HOA meeting agenda, no changes.
- Board meeting will start 9/6 at 1pm, resume Saturday at 9am, then 30 minutes after the HOA meeting.

## 7. Review of June Financials

- Harvey went through the review he sent a week ago. Everything was OK, although there were a few expenses or revenue that were not really reported in the right month. This all should be corrected in the July financials. We have an old \$12k delinquency from a previous owner, half of which has been written off and the trail has gone cold regarding the former owner. Probably should just write off the other \$6k. Harvey will follow up with Tim and Cindy regarding what we should do here.

## 8. Review of Tim's ByLaws template

- Went through the first 5 sections of Tim's new Bylaws. Will finish at a future conference call, probably after the Sept. 6/7 meetings.

## 9. Executive Session

- Yes, one was held.

## 10. Review of Action Items

Action Item	Next Steps	Person Responsible	
Prepare agenda for 9/6-7 Board meeting		Ed	
Update on roofing schedule		HSM	
Contact Tim and Cindy regarding additional \$6k writeoff		Harvey	
Tennis Courts to be rekeyed		Gary S.	

Lock options for ski lockers, tennis courts and spa doors	Contact Eakins, our local locksmith	Gary S.	
Ice Rink/Multi Use Facility reply to Town's response to our initial inquiry		Ed	
Update of hard surface flooring policy based on sound consultant report, including e-mail to owners summarizing results.		Tom, Ken	
Contact owners regarding painting inside of windows	Draft a letter/e-mail. Necessary to ensure warranty is valid, and windows belong to common area.	HSM	
Bring Table and chairs for Sept. 7 HOA meeting		Ken, possibly time	
Publicize web site, finish up a few loose ends (including billing).		Ed, Gary S.	
Work on direct Suddenlink access for HSM		Ed, Gary S.	
Ring device	Research for use at front office	Tom	

## **11. Adjournment**

- President Gary Drlik adjourned the meeting at 8:20pm.

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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