



# BIG SKY OWNERS ASSOCIATION

## Board of Director's Meeting Minutes - Friday, August 17, 2018

Big Sky Owners Association Board of Directors met on Friday, August 17 at 9:00 am at the Big Sky Owners Association office in Big Sky, Montana. Directors in attendance included: Gary Walton, Gail Young, Michelle Frederick, Eric Ossorio, Maggie Good. On the phone: Sharon Douglas, John Loomis. Not present: Grant Hilton, Kevin Frederick. Suzan Scott and Steve Anderson represented staff. Paula Alexander was present to record minutes.

1. Membership Forum: None.
2. Call to Order: Chair Gary Walton led the meeting which was called to order at 9:12 am.
3. Minutes: July 20th, 2018 Board Meetings - Michelle Frederick requested that the minutes report which motions Directors vote on. An "Attendance Summary" will be provided at the end of the minutes to indicate Directors' voting presence. It was noted that Director's should make note of when they leave a meeting and what motions they voted, as the summary may need to be modified based on this.

**Motion made by Maggie Good to approve the amended July 20th, 2018 Meeting Minutes; seconded by Eric Ossorio. Motion carried unanimously.**

4. Finance and Audit Committee
  - A. Collections: Late Fees and Interest -

**Motion made by Maggie Good for any invoices for any given year that are outstanding as of January 1st of the following year, a \$35 late fee, per invoice, will be charged. In addition, on January 1st, simple interest will begin to accrue at an annual rate of 10% for that invoice. If any member with accrued interest and late fees pays an invoice, the amount due will be the most recent amount invoiced. Interest between statements will not be charged; seconded by Eric Ossorio. Motion passed unanimously.**

It was also noted that the Board would have sole discretion and authority to waive these fees as determined. With the unanimous vote of approval, the policy is effective immediately. A request for members' email addresses for email billing will be on members' chairs and at sign-in at Annual Meeting.

- B. New Members List - Provided to Board in Board Packet.

5. May, June and July Staff Reports - The last three months, staff has been working with the Legal Committee and our Attorney on a number of issues. This will be reflected in the Financial Statements under legal expenses. Biggie Mountain Bike Race Coordinator notified staff that additional roads within the BSOA will be used in the race. Staff has been working towards finalizing the online banking system before the October 1, 2018

annual assessment invoices go out. Janet is very busy with project reviews for BSAC. This will also be reflected in the budget as additional revenue for the BSOA.

## 6. Chairman's Report

### A. Old Business

#### i. Project Updates:

a. Bylaw Amendments Update - No negative comments on the amendments indicating that Staff and the Board effectively communicated the proposed amendments to our members in the form of newsletter articles, website presentation and Q&A.

- Membership Opinions - This month, Bylaw Amendments regarding BSAC membership composition was addressed in a newsletter article. Responses back from members posted 98% favored this Bylaw Amendment.

ii. Proxy Vote, Lake Condos Update - The Board has been working with several LCA representatives since Feb., 2018 (seven months) to resolve this issue so LCA is able to vote in future BSOA elections. Seeing no results from these efforts, a letter was recently sent to LCA further explaining the BSOA Bylaw requirements that prohibit proxy votes.

iii. LC Traffic Calming Measure Update - Morrison Maierle submitted estimates to implement speed tables and driver feedback signs on Little Coyote road. Months back, the Board requested staff to make inquiries about RID funding to cover costs for the engineer-recommended devices. Those requests were made but there has been no response from Morrison Maierle in this regard. It was noted that this is the only hold up in completing this project. It was reported that LC residents strongly want feedback signs, not just speed tables.

iv. Open Space Clean Up Cost Increase - The cost for this project was more than budgeted. When the project budget was approved last year, an agreement had been made with MSU Extension to match BSOA's portion of the costs but funding fell through when a critical MSU Extension employee left without warning. Since then, staff has been working with CS Enterprises to clear brush and trees as originally approved. To understand the work that has been completed thus far, the Board requested more than the pictures provided. Documentation/mapping is requested to show where the services were provided. It was noted that the \$1,292 in additional funds would come out of Contingency Fund.

**Motion made by Eric Ossorio to budget up to \$1300 for the additional expense for the BSOA open space clean up; seconded by John Loomis. Motion passed unanimously.**

v. Annual Meeting Update - A band and a photographer have been secured. The food and drink have been ordered and everything is on course.

**Motion made by Gail Young to send a letter to Rainham, restating the Board's previous determination; seconded by John Loomis. Motion passed unanimously.**

B. New Business

- i. BSAC Request: Covenant Amendments – Meadow Village and Sweetgrass Hills Covenants do not allow for variances. This could be seen as a hardship. BSAC would like authority to grant variances in these BSOA subdivisions. Covenant amendments that permit variances for building heights for single and multi-family residences is recommended. Staff will draw up the language, consult with BSAC and then the proposed amendments will be sent to the Legal Committee for their review. Also discussed was Covenant amendments for Cascade Subdivision that would extend building permits to accommodate the short building season in the mountain area.

**Motion made by Eric Ossorio to have Staff begin the process of drafting language to reinstate variances for Sweetgrass Hills and Meadow Village for single and multi-family residences and to extend building permits for Cascade; seconded by John Loomis. Motion passed unanimously.**

- i. Architectural Review Fees: Possible Revisions – An array of additional review fees were presented to the Board for consideration. The intent is to discourage members from bringing in projects for review multiple times. The additional revenue would assist in the cost of paying an Architectural Coordinator for her time spent and hopefully encourage members to be more efficient and prepared with their project presentations. Examples of review fees from other HOAs and cities were presented to the Board, including charges for each stage of review; additional fees for variances, exceptions, project extensions; fees charged after an initial two hours of consultation and for an appeal for denial, etc. After discussion, it was requested that staff provide a matrix that indicates the amount of revenue that would be created by each fee charged. It was also noted that it was at the discretion of the BSAC to waive these fees. Consideration would also be made toward assistance for Janet, based on the amount of additional revenue. Staff relayed caution that additional fees may discourage members from bringing projects in for review.
- ii. MV & SGH RID Amendments – As presented, there is need to amend the language in these two RIDs from “maintenance of bridges” to “maintenance and repair”. It was requested that Staff research amending the RIDs.
- iii. BSAC Recommendation: Design Reg. Revision to Require Architect/Engineer Insurance – It was brought to the attention of the Board that currently there is



no requirement that architects and engineers carry insurance when overseeing construction projects within the BSOA. Seen as a preventative measure and protection to members, the Board agreed this requirement would be beneficial. Gary Walton will draw up the recommended language for this requirement.

- iv. New Computer – Steve’s computer needs to be replaced due to a malfunctioning power supply fan that cannot be repaired or replaced. An estimate for a new computer was presented for consideration. It was suggested that funding come from the Computer Reserve.

**Motion made by John Loomis to approve purchase of a new computer for Steve; seconded by Michelle Frederick. Motion passed unanimously.**

- v. BSAC: Firepit Policy – As presented in the Board Packet, this policy has been reviewed numerous times, as well as approved by the BSAC and is now coming to the Board with a recommendation for approval.

**Motion made by John Loomis to approve the proposed Firepit Policy; seconded by Eric Ossorio. Motion carried unanimously.**

7. Committee Reports

- A. Executive Committee – *ED’s New Contract* – To be discussed at later time.
- B. Legal Committee – *Section 27/Rainham* – Covered in Executive Session.
- C. Nominations Committee – NA
- D. Bylaws Review Subcommittee – NA
- E. MLB ODP: Egress/Ingress - NA
- F. BSCO – NA
- G. BSAC – Discussion regarding conflict of interest was raised.

- 8. Other – Mountain Town Planners Workshop – Maggie questioned if a representative from a relevant Big Sky organization should attend this seminar and volunteered to assist in funding the costs of attendance.

- 9. With no further business, the meeting was adjourned at 12:20 pm.

Attendance Summary:

John Loomis left the phone call at 10:00 am, and joined the meeting in person. Maggie Good left the meeting at 10:00 am. Steve Anderson left the meeting at 9:45 am.

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John Loomis, Secretary