

THE BUTTES CONDOMINIUM ASSOCIATION
ANNUAL OWNERS MEETING MINUTES
July 21, 2022
9:00 AM MDT

Owners Present: Jim McGill & Edith McGill
John Seybold & Mary Watson
Amy Funke
Richard & Lynn Zellman

Owners Present by Telephone: Tom Raschella
Caleb Sevian

Management Present: William Laird & Annalise Smith, Mountain Home Management

<u>Member Representation</u>	<u>Unit</u>
Jim & Edith McGill	501
John Seybold & Mary Watson	504
Amy Funke	506
Richard & Lynn Zellmann	508
Ben & Emily Greenwood (proxy Board)	510
Don & Judy Garrett (proxy Shannon Garrett)	511
Andrew Ewart (proxy Billy Laird)	513
Jeffrey Campbell (proxy Board)	514
Caleb Sevian	516
Tom Raschella	517
Stock Real Estate (proxy Amy Funke)	521

Total Representation:

A quorum was established with 11 of 21 members present and 52.4% of ownership represented in person or by proxy. The meeting was called to order by association manager William Laird at 9:06 AM.

Proof of Meeting Notice:

Sent via email on June 22nd 2022.

Reading and Approval of Minutes of Previous Meeting:

The following motion was made by Jim McGill

MOTION: To waive the reading of the July 16, 2021, minutes and approve them as written.

SECOND: John Seybold

VOTE: Unanimous Approval

McGill asked management to send out a list of owners to the membership.

Report of President or Officers:

Seybold gave an update on the stair project at the association. The board is working through prioritizing the upcoming capital projects at the association and analyzing current and future reserve funds to ensure adequate capital to complete the projects.

Report of Managing Agent:

Laird gave an update on the maintenance around the Buttes. The hot tub cover was replaced. The wood windows were chipped and faded, so the trim was painted to match. There was removal of old wiring and boxes not used around the building. Laird stated some corner boards and siding need attention. Laird explained the stair and railing project has been difficult to get completed. It's a complicated task trying to configure the railings with the existing grades and railroad ties.

Laird explained a window was broken during the roof shoveling that was completed by a subcontractor. A discussion ensued regarding who's responsibility the window replacement was. The association and management agreed that the contractor should have been using plywood. Laird explained there is grass and weeds going through the walkways and his team has been trying to stay on top of the spraying but is hopeful the walkway project will alleviate these issues.

The discussion reverted back to the railing project. Laird explained he expects to stay within the budget in the capital plan that would be slightly less than what Pinnacle Inc. proposed. The members commended the new sub currently working on the project.

Funke inquired about the plan for the middle section. Laird stated he is planning on making the last step level with the gravel, but he will do his best to make everything clean and tight. Seybold commended Laird on the project as he recognized it was a complicated, time-consuming job.

Laird stated many of the dryer vents throughout the complex need to be replaced due to being moved around and dented throughout the winter. Some roof patching has been completed and there were a few leak issues. The members and management discussed the rubber roofs and light fixtures.

Financial Report:

Smith presented the financials. The crack sealing was completed last year. McGill asked how often the complete coat of asphalt should be done. It's recommended to slurry seal every 7-10 years. This would include scraping 1" and re pouring the asphalt. Crack sealing is recommended every 2-4 year but overall, asphalt should last around 30 years. McGill recommended Laird walk the lots every year to assess the need for work. Someone should also remain in touch with adjacent association's regarding the shared easement. McGill explained the association's goal should be to spend funds on prevention.

The members discussed the snow removal overage. Management had to subcontract the snow removal and it was significantly more expensive than previous years. After discussion with the board president, management purchased an extra heater to keep on site to avoid extended hot tub closures. The members discussed the hot tub cover and asked management to look into a thin foam cover instead of the bubble cover. The members inquired about a hot tub cover lift, but Laird advised against it.

A discussion ensued regarding the parking and specifically parking above garages located below the Buttes. The members asked management to reach out to the association attorney for guidance on the issue.

New Business:

The following motion was made by: Jim McGill

MOTION: To ratify the actions of the BOD for the past year.

SECOND: Amy Funke

VOTE: Unanimous Approval.

Election of Directors:

Board member Tom Raschella's term expires at this meeting.

The following motion was made by John Seybold

MOTION: To have Tom Raschella serve another 3-year term on the Board of Directors

SECOND: Jim McGill

VOTE: Unanimous Approval.

The date of the next annual owners meeting was set for July 21st, 2023, at 9:00 AM MDT.

There being no further business, the meeting was adjourned at 10:38 AM.

Respectfully Submitted:

Approved:

Annalise Smith, Recording Secretary

John Seybold, President