

Harvest Creek Owners' Association Board of Directors Meeting Minutes

Date: December 4, 2024
Location: 1705 Vaquero Pkwy, Bozeman, MT 59718
Attendees: Hudson Hart - Board Member - President
Heather Higgs - Board Member - Vice President
Greg Gilpin - Board Member
Karl Keith - Secretary / Treasurer
Bob Kattf
Mark Neimi

Meeting called to order at 6:45pm

Discussion on board meetings being open to the homeowners, unless the board has sensitive topics that require a closed meeting. All Board members agreed to keep this meeting open, allowing Bob, Karl, and Mark to stay.

Discussion on updating and changing the bylaws and the quorum. There is a need to get the quorum percentage updated so that the HOA can move forward with updating the governing docs and how to get more of the community involved.

Heather asked about what committees currently exist and who is on them.

Election Committee: Hudson Hart, CJ Cook, Bob Kattf, Karl Keith, Mark Neimi

Governance Committee: Hudson Hart, CJ Cook, Chad Berg, Linda Kattf, Aaron Hall, Mike Odell, Steve Holland, Mark Neimi, Karl Keith, Carole Fifer

Financial Committee: has not been created but the current list of interested members are:
Hudson Hart, Bob Kattf, Karl Keith, Jamie Norby, Rae Siebels, Amanda Keith, Candace Mastel, Carole Fifer

Discussion on the need to form a financial committee. Greg suggested that committees and committee members should be listed on the HOA website. Hudson and Heather agreed.

Discussion on liens, what is the process? What is the board's involvement and how should the board proceed? The topic was tabled and Greg recommended having a detailed discussion in the next board meeting.

Discussion on doing an audit. Heather mentioned she had a discussion with an HOA member who is willing to lend his expertise towards an audit. Heather recommended that the board seek him out to get his thoughts on how to proceed with an audit. Karl recommended asking him to join any finance committee that gets formed.

Discussion on what is the current situation with the stormwater ponds. Karl reported that he spoke with IMEG (formerly C&H Engineering), to see what reports they might have for Harvest Creek. They provided plats and maintenance plans from their prior work in 2016. The HOA spent \$23k+ in 2016, \$3051 in 2021, and \$7740 in 2023 on maintaining the stormwater ponds.

The board discussed the need to find a way to have a historical record of the common questions that keep getting asked so that people can seek out the answers themselves. Hudson suggested putting the budgets on the website. Heather will look into options.

Officers of the board

- Greg nominated **Hudson for President**, Heather seconded. All in favor, motion passed unanimously.
- Greg nominated **Heather for Vice President**, Hudson seconded. All in favor, motion passed unanimously.
- Greg nominated **Karl for Secretary/Treasurer** as a non-voting officer, Heather seconded. All in favor, motion passed unanimously.

Discussion on adding board members onto the bank accounts. Hudson recommends adding Karl. Karl suggested that Heather as Vice President should be on the account. The board was in agreement to add both Heather and Karl onto the bank accounts. There was a discussion about who actually owns the bank accounts. Hudson was tasked with checking with Stockman Bank to verify if Harvest Creek owns the bank accounts. The board was in agreement that the bank accounts should be put in Harvest Creek's name if they are currently not.

More discussion on committees. Greg asked that all members of the committees be contacted to see if they are still interested in being on the committees

Discussion on the outstanding items from the annual meeting on the questions about the provisionally approved budget pending the answers to the questions posed.

- 1) Bob K. asked "where were trees placed?" SPP answered that there were 5 trees and 13 trees placed somewhere in the green space. Lindsay was directed to find out where the trees were placed and the cost per tree.
- 2) Troy asked about the \$12,475 worth of tree trimming between January and August and how many invoices those accounted for. SPP said that it was 6 - 7 invoices and that it was for maintenance on the bushes along Durston and two aspens on Durston. Lindsay was to get the invoices to Hudson to follow up on exactly what the money was for
- 3) Hudson to follow up on how often liens should be renewed.
- 4) Lindsay to find out what the total for taxes will be, and if we are still paying taxes for Monkey park and the Linear park.
- 5) Other questions were outstanding from the annual meeting but were not discussed.

Discussion on creating a board of directors email address and making it publicly available to all of the homeowners. Heather will follow up with creating a google address.

Discussion on any future communication from Saddle Peak properties. The board would like to have all future communication to the HOA to be written and approved by the board and being signed by the board, prior to Saddle Peak sending them out. All liens should be approved by the board prior to being submitted to the Clerk and Recorder.

Discussion about creating a report on the election. Greg asked the election committee to follow up with getting the full results by address.

Next board meeting is scheduled for January 8, 2025, 6pm, tentatively at 1705 Vaquero Pkwy, pending reservation.

Meeting adjourned at 9:00pm.

Meeting minutes submitted and recorded by Karl Keith, Harvest Creek Secretary/Treasurer. These meeting minutes were approved and certified by the Harvest Creek Owners' Association Board of Directors on Dec 8, 2024.

Karl Keith

Karl Keith, Secretary/Treasurer

Action items from the meeting

- Karl to send the draft committee charters to the board members.
- Heather to create a google account for the board members to have a common email.
- Hudson to get from stockman bank a record of who owns the accounts.
- Hudson to get a copy of Saddle Peak's contract to share with the Board.
- The Montana Secretary of State report needs to be updated with the new Board members.
- Hudson to contact committee members to see if they are still interested.
- Karl to follow up with Bob to get the full election results
- Saddle Peak properties to reserve the room for the next board meeting.
- Heather to look into options for keeping a historical record for the HOA.