**CT COA Board meeting Minutes – March 11, 2020**

**Members Present:**

Jim Seneker

Genevieve Reiter

Ed Lawrence (by phone)

Dennis Nelson (by phone)

Janice Andersen (by phone)

**Owners Present:**

Pam Gillett

Marilyn Kennelly

**Manager Present:**

Lindsay Hauge

**Owners Forum:**

Marilyn Kennelly - 417 Slough Creek – Question: Will the tree be replaced from the accident that occurred?

The city has released the trees that are available. We will select a tree from the shared program.

Question: What am I responsible for in regard to landscaping beside the individual buildings?

The association takes care of trimming the bushes annually. Owners are responsible for weeding their spaces.

Pam Gillet – 93 Slough Creek- Here to see what the COA is about

Genevieve Motions January Meeting Minutes be accepted as written

Dennis Seconds. Motion Passed

**Action Items:**

Dennis submits resignation from board**.** The board extended a grateful thanks to him for his participation and efforts on behalf of the owners and board, and wishes him well as he begins a new chapter in his life in the Frozen Dakota.

Ed motions David Heap be appointed to replace Dennis on the 2020 board of directors. Janice Seconds. Motion passed

Genevieve motions that board meetings be rescheduled to second Monday of the month beginning in April. Ed seconds. Motion passed.

Dates for future meetings are as follows. April 13;May 11; June 8; July 13; August 10; September 14; October 12; November 9; December 14.

**Patio Fence Stain:**  Dick Schroeder has agreed to stain owner fences at owner’s expense. Cost to be $380 for fence; $300 for small fence and $150 for A/C fence. Work must be completed while Schroeder’s crew is onsite. Owners should call Schroder to make appointment: 579 – 9591. Lindsay to communicate this arrangement to owners via email.

**Crack Evaluation:** Seneker and Toft met to discuss this year's reassessment of the state of the CertainTeed sided structures and how to better determine which structures still have this siding. Process is ongoing.

**Units Rented Vs Owned:**  we estimate there are 27 rental units.

**Email from Alanah:** Genevieve contacted Alanah who disclosed that she had not sent a letter to city alerting the city of ditch easement issue. Genevieve to contact Alanah and instruct her to write a letter informing the city of the apparent violation of the easement by LeClair; copies of that correspondence to be sent to LeClair, Ditch owner, LeClair’s real estate sales representative. Intent is to preclude this property from being included in CT Condo COA until issue is resolved. Genevieve to contact ditch owner to ascertain status of ditch owner’s status vis a vis LeClair.

**Important dates for 2020:** Garage Sale: Saturday, June 20; Annual Picnic: Saturday, August 15; Annual Meeting: Sunday, October 4

**Trail Maintenance:** Lindsay met with Nathan at Yellowstone Pavement Solutions. He will be assessing the trail and looking at the cost of overlay and repair.

**Bids for Landscaping:** Lindsay has received bids and forwarded to Genevieve, who will review and present to board.

**Committee Reports**

**Finance & Capital Improvement –**Finance and Capital Improvements Committee February Report summary points:  
Lindsay and Seneker met to discuss our accounting practices and how to  improve our reports and methods. Lindsay issued a 2019 Year End Report as directed in the January Board meeting. Opportunity Bank provided additional information about our dues deposits and we updated the checking account signature cards for current Board officers. Seneker and Curt Toft met with our painter, Dick Schroder, to discuss this year's painting plan and Dick's ideas for a long term painting maintenance plan. Dick sent the painting plan to Lindsay. A down payment will be required before work commences. Seneker researched when the different phases of CT Condos were constructed so we can continue to plan for major repairs/replacements. The CPA firm looking at our 2019 financials and financial procedures issued a draft report just prior to the Feb BoD meeting.

**Landscape –**

Snow removal has been excellent with Shearman this winter.

Lindsay contacted the Public Service Commission to determine if it will help with failure of MT Opticom to respond to request for service on exposed wire and green utility boxes that are in disrepair. PSC has not responded.

**Management Report:**

**Financials:** Quarterly insurance premium payment was made in February.

**Balance Sheet:** As of February 29th there was $31,964.84 in Checking $21,211.11 in Money Market & $115,184.70 in Money Market

**Past due Accounts:** There are 10-12 owners who have been contacted that have a balance of $10-$30.

**New Business:**

Genevieve was in touch with Bozeman City Shop Complex which put in a work order with NWE to replace the street light damaged by vehicle collision.

City has agreed to install a second speed limit sign at Babcock and Resort.

Jim Motions to install one “PRIVATE DRIVE” sign at intersections of Palisade at Resort, Mill at Ravalli, Hanley at Babcock and Ravalli, Eagle at Ravalli, on the existing posts. Ed Seconds. Motion Passed. Lindsay will purchase and oversee installation.

New email program: In an effort to facilitate improved three-way communication between owners, the board, and Lindsay, Jim makes motion to establish a community email account so that owner correspondence to board and Lindsay will be available for review by all parties. Ed seconds. Motion passed

Details regarding the account will be provided to owners by Lindsay.

**ACTION ITEM LIST:**

**ACTION**: Genevieve to advise Alanah to send the letter to the city and interested parties so it is in the public record.

**ACTION**: Lindsay to send out email to owners with pricing on the painting of the fences

**ACTION:** Landscape committee to meet with interested parties to develop a plan for trail smoothing as a result of Cottonwood tree upheaving surface.

**ACTION**: Lindsay to follow up with PSC regarding the exposed wire and green utility boxes.

**ACTION:** Lindsay to order Private Drive signs and have them installed

**ACTION:** Finance committee will evaluate our current options relative to the allocation of funds in our CD’s that expire with an eye to finding higher interest rates

**Adjourn: 8:08 PM**