

# Silver Bow Owners Association

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**QUARTERLY BOARD of DIRECTORS MEETING  
WEDNESDAY, OCTOBER 30, 2024 @ 1:00 PM  
HPM CONFERENCE ROOM**

## MINUTES

### **Call to Order**

President Kirk Dige called the meeting to order at 1:03 P.M.

Kirk Dige, Corey Meyers, and Lou Halmes were present in person. The board members attending virtually were Lisa Prugh, Boyd Teegarden Joe Woodmansee, and John Keating. Also in attendance were Dan Lukas, Mike Palmer, and Julie Burgess from Hammond Property Management.

### **Approval of 07/24/2024 Board Meeting Minutes**

*A motion was made to approve the 07/24/2024 BOD meeting minutes. The motion was seconded and carried.*

### **Approval of the Draft 2024 Annual Meeting Minutes**

*A motion was made to approve the Draft 2024 Annual Meeting Minutes. The motion was seconded and carried.*

### **Treasurer's Report**

The check register was reviewed.

*A motion was made to accept the check register for June 30, 2024, through October 9, 2024. The motion was seconded and carried.*

The group reviewed the Treasurer's Report with particular attention on the Accounts Receivable (A/R) report. Halmes will send a registered letter to the past-due owner of Unit 27, stating that a lien will be placed on their unit in 30 days if payment is not received in full or the specific Board-approved payment plan is not accepted with written acknowledgement from Unit 27 owner.

*A motion was made to send the registered letter to the unit to set up payment plan or a lien will be filed in 30 days. The motion was seconded and carried.*

### **Management Report**

Lukas presented the manager's report focusing on highlights and routine maintenance. New stairs were poured behind the pool building, edged walkways approximately half the campus, continued work on the exterior lighting issue, installed new machines with Johnny's Appliance in the laundry facility, removed avian foggers, worked with SB7 for storage unit install and paint codes, worked with landscaper at SB36 following deck project, removed items from SB15 to clear deck and entryway, finished chimney inspections, and installed delineators.

## New Business

**Election of Board Officers** – *A motion was made to elect Boyd Teegarden, President. The motion was seconded and carried.*

*A motion was made to reelect Joe Woodmansee, Vice President, and Lou Halmes, Secretary/ Treasurer. The motion was seconded and carried.*

**Board Meeting Schedule for 2025** – The group will be meeting February 26<sup>th</sup>, May 7<sup>th</sup>, July 23<sup>rd</sup> at 1:00 PM. The budget meeting is tentatively scheduled for July 16<sup>th</sup>. The annual meeting is scheduled for August 29<sup>th</sup>, 2025.

**Retile the Hot Tub** – A discussion was held regarding retiling the hot tub. *A motion was made to retile the hot tub for \$9,200. The motion was seconded and carried.*

**Re-stain the Pool Fence** – A discussion was held regarding the much-needed staining of the pool fence. *A motion was made to ratify the decision to stain the fence for \$3,250. The motion was seconded and carried.*

**Ongoing outdoor lighting issue-** A discussion was held regarding the exterior lighting issue. Lukas reported that he collaborated with a private locator and discovered wires that are not in conduit. The electrician is confident that this area in the courtyard of unit 27 is the source of the problem, although they cannot provide a guarantee. To address the issue, Lukas will hand dig in the area to allow the electrician to make the necessary repairs, due to the number of wires and the presence of irrigation lines.

*A motion was made to allow Hammond Property Management to proceed with the electrician to make the repair. The motion was seconded and carried.*

**Beneficial Ownership Information – FinCEN Regulations-** The Hammond Property Management office sent out an email request to the Board of Directors to gather information for the Beneficial Ownership Information (BOI).

## Old Business

**Johnny’s Appliance Service Agreement** – Dige shared the signed contract for the new service from Johnny’s Appliance.

**COSA Rewrite** – A discussion was held. Big Sky Water Sewer District is waiting for their attorney review before adding to their meeting agenda.

**Landscape Committee Discussion** – (Prugh, Halmes, Dige, Woodmansee, Bozman-Moss, Riley) A discussion was held regarding common area improvements.

**Adjournment** - *A motion was made to adjourn. The motion was seconded and carried. The meeting was adjourned at 2:40 p.m.*