

Minutes Yearly Owners' Meeting

May 8, 2018

7:00 p.m. to 8:30 p.m.

Meadowlark Elementary School

Board Members Present:

Pat Weaver, President

Ed Fillbach, Vice President

Sue Beland, Secretary/Treasurer

Carol Fillbach—Owner helped with the vote and quorum count

1. The meeting was called to order by President Pat Weaver.
2. A quorum was present with **34 condos represented by** owners and 12 proxies from owners who could not be present. In order to conduct business a quorum of 40 condo owners either in person or by signed proxy is required for owner meetings.
3. The minutes for the May 9, 2017, meeting were approved.
- 4.
5. **Pat reported on progress made to keep Bronzeleaf property in good condition during 2017 as listed in recent newsletters**
 - Painting the exterior of all buildings with several thousand dollars of savings by coordinating with the Bryan's painters
 - Working with our Property Manager to collect unpaid dues
 - Filing liens on any owner who does not pay their dues (1 at this time)
 - Having tax documents and taxes filed for 2016 and 2017
 - Obtaining approval for FHA loans which had expired
 - Maintaining the required 10% of income in reserve funds
 - Working with insurance companies to insure coverage is up to date and all policies are signed
 - Preparing budget and tracking income and expenses through the property manager
 - Conducting cost comparisons
 - Encouraging an owner to sell his unit who was creating numerous complaints and supervising safe restoration of the condo
 - Negotiating bids with several companies for painting, lawn and sprinkler care, snow removal, landscaping, cleaning, solar power, pest control, dumpsters, covers for vents and carport eaves for stage 2 and 3 to mitigate bird access
 - Replacing broken entry latches
 - Securing sagging door canopies on 1 building
 - Changing door codes
 - Negotiating with Bryans to build 2 buildings, finish the curbing and entry, install an enclosure for the dumpsters and in general begin the process to finish the complex
 - Spending hours working with the attorneys to rewrite the bylaws to bring them into compliance with current law
 - Finding an attorney more experienced in condo law
 - Working with the cleaners to do a more thorough job and replace light bulbs and sweep walks near doors as well as shampoo hall carpets
 - Adding recycling bins and larger dumpsters
 - Reporting illegal dumping to the police which carries a \$500 fine on the second offense
 - Putting up signs to discourage illegal dumping in our dumpsters

- Purchasing new rugs for the entry ways
 - Reattaching loose carpeting on the stairs
 - Handling complaints for irresponsible dog owners, noise, people living in garages, holes in garage roof which creates a fire hazard
 - Advising residents to call police for any of the above infractions that were witnessed
 - Having numerous grills removed
 - Notifying owners of vehicles or trailers to move them or to be towed from the parking lot
 - Meeting with Buffalo restoration to develop an emergency response plan
 - Contacting police and fire department for advice in handling issues
 - Contacting the city to open the plugged and flooded drain on the corner of Durston Road and Eneboe Avenue
 - Working with leaking sprinkler system
 - Renewing the contract for fire extinguishers
 - Painting the stripes in the parking lot
 - Washing the buildings
 - Attending several meetings with attorneys and the property manager
 - Holding open monthly meetings to deal with BronzeLeaf issues
 - Arranging and conducting 2 owner meetings in 2017
 - Searching court house records to verify who is eligible to vote on BronzeLeaf issues
 - Reviving newsletter
 - Posting minutes and newsletter to the web site
 - Posting legal documents to the web site
6. **Ed reported on Maintenance**
- Painting of buildings for \$81,095 with an extended warranty on the quality of the paint. West carports were painted inside for first time for no extra charge.
 - Vent covers missing on some vents. Schmidt checking on this.
 - Parking lot stripes painted in front of buildings with center to be done after construction completed.
 - Interior walls in halls touched up with matching paint.
 - Owners with leaking hot water tanks notified to correct the problem.
 - Owners notified to remove personal items from water heater closets.
 - Ed reminded owners that illegal dumping is still an issue and asked for help in catching the culprits.
 - Bids
 - Will be solicited for snow removal which include an exit clause and a company with removal equipment.
 - For pest control are being sought.
 - Landscaping to replace wood chips and possibly change some to rocks.
 - Remove trees.
 - Repair or replace exterior doors.
 - Dog doo will be picked up once after the power raking.
 - Ed included a wish list to complete further repair and maintenance.
 - Ed mentioned free energy audits from Northwestern Energy.

7. Election of Officers

- Following the bylaws which require that Board Members be elected for staggered terms
 - Sue Beland was elected Secretary/Treasurer for a 3-year term beginning July 1, 2018, and extending to June 30, 2021.

8. Schmidt Property Management

- Brandon Schmidt and Lauren Torres presented the expenditures and collections for the past year.
- The report included the 2017 budget and 2017 actual expenditures as well as the proposed budget for 60 units and 80 units for 2018.
- Lauren indicated that the Property Management Company would begin making electronic payments for bills which are regularly scheduled.

9. Construction Update

- Van Bryan reported on the progress of the construction and explained the delay with the target date for completion of the 12-plex in August.
- The dumpster area and fence was discussed.

10. Bylaws

- Pat reported that the bylaws are ready and waiting for the last insertion of the 8-plex plans before they can be brought to the owners for a vote.

11. Discussion

- Pat requested input on the use of the green space.
- An owner suggested the Board look into Bozeman Fiber to improve Internet reliability for all buildings.
- An owner questioned the landscaping amount on the 2018 budget. Sue explained that the wood chips need replacing and perhaps the chips will be replaced with rocks around the carports and garages.

The Bronze Leaf Condo Association Board

Pat Weaver, President

Patrick Weaver
Printed Name

[Signature]
Signature

Ed Fillbach, Vice President

Ed Fillbach
Printed Name

[Signature]
Signature

Sue Beland, Secretary/Treasurer

Sue Beland
Printed Name

[Signature]
Signature