



**MEADOW LAKE COUNTRY CLUB ESTATES HOMEOWNER'S  
ASSOCIATION, INC. PO Box 2323 • Columbia Falls, Montana**

**Steve Spotts, President  
Kathy O'Connor, Vice-President  
James Ablett, Treasurer  
Jeff Brodie, Secretary**

**Connie Hitchcock, Director  
Lynn Zanto, Director  
Lance Lynch, Director  
Pete Glee, General Manager**

**Board of Directors Meeting Minutes-Proposed  
Tuesday, 26 March 2024, 10:00 am  
MLHOA Office**

Attendance: Board Members Steve Spotts, Kathy O'Connor, Jeff Brodie, Connie Hitchcock, and James Ablett were present in the MLHOA Office. Lynn Zanto and Lance Lynch were absent. Pete Glee, Heidi Hart, and Ann Stephens were present at the MLHOA Office. Two members were able to connect to ZOOM.

CALL to ORDER: Steve Spotts called the meeting to order at 10:00 and asked if there were any changes to the agenda. No changes noted.

PUBLIC COMMENT: No public comments.

**Information**

1. President's Report – Steve Spotts welcomed everyone in the office and those on Zoom. Steve reported there was a high cost for snow plowing this year and the board would be looking for alternatives for next year. Steve noted there were several large potholes on St. Andrews and Spyglass Loop which will be repaired depending on contractor availability.
2. Public Comments – There were no public comments.

**DISCUSSION and ACTION:**

3. Approval of minutes of previous meeting of 13 December 2023 with noted change.

MOTION: Connie Hitchcock moved to approve the minutes of 13 December 2024 and Kathy O'Connor seconded. Motion passed.

4. Manager Update and Action Items from 13 December 2023 meeting.



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**ACTION:** Road Reserve Study should be forwarded to board members and the BIM. **Completed and discussed at workshop.**

**ACTION:** Update on status of reimbursement from SAHA for their portion of the drainage on St. Andrews. **SAHA only paid a portion of what they were invoiced. Follow-up letter to be sent.**

**ACTION:** Finance Committee to hold a meeting in January to discuss stabilization account. **The Board of Directors held a workshop regarding Road Reserve funding and the next budget.**

**ACTION:** Pete Glee will contact 3 or 4 web designers in the valley who design web sites and report back to the board. **I have contacted three website designers. One will meet via ZOOM to discuss the scope of new website. One will review just making changes to current website. The third one has not responded to the request. Estimated cost for a new website has ranged from \$5,000-\$10,000. The meadowlakemontana.com domain's website landing page has not been repaired yet.**

**Current Update:**

**Mailboxes for Gleneagles Trail -** The Postmaster has taken the position that the 3 owners whose mailbox location had remained at the CBU installation on the corner of Tamarack Lane and Meadow Lake Drive, will stay there. A formal request letter will be sent to the Postmaster requesting a reconsideration of her decision.

**Snow Removal Contract -** The snow plowing for this season is winding down. With the type of snow season this year, costs for sanding have been high. Other options for ice control will be looked at for next year, as well as reaching out to other contractors.

**Road Reserve Study –** Association Reserves has provided the MLHOA with an updated the Road Reserve Study. With maintenance costs having gone up roughly

220%, the impact on the current level of funding has taken a dramatic hit as will be noted by the financial report at this meeting.

**Drainage on St. Andrews-** As reported at the December Board meeting, Vacatia/MLDC has paid their portion of the St. Andrews Drive Drainage Project. SAHA reviewed the project and determined that they would only pay one-third of the total project, which was \$4,000 less than what was allocated to them as their portion.

**Tamarack Meadows development** – The MLHOA has not received any official update at this time as to the progress of the Schellinger development called Tamarack Meadows. However, the DNRC has started the 60-day public comment period, regarding approval of the new well that was drilled to help support this development.

**Road Maintenance** – The Road Reserve Study’s maintenance timeline suggests some items that are due for maintenance this year. These roadway areas will be reviewed, and bids obtained, for submission to the Board to approve. As the temperature warms the potholes that have developed will be temporarily filled, until they can be patched.

**Road Sign Replacements** – There are some old and/or damaged road signs that will be replaced this year. One new sign that is proposed that will replace the large speed limit signs at the entrances of Meadow Lake is a sign that will incorporate warnings for speed limits, and speed bumps. It will be a smaller sign than the current 24X36 sign and will alleviate the need for the costly double speedbump signs and posts at each speed bump. The current speedbump signs will remain.

**Office:**

1. Ann Stephens continues to work 3 days per week, and Diane Craft, our bookkeeper continues to work Wednesday’s.
2. A new wi-fi router has been installed, so should greatly improve the response from the network of computers and printers.
3. The office has been receiving several calls and visits from timeshare owners seeking information regarding their ownership. They have expressed frustration at not being able to find someone to talk with regarding their

timeshares, and or make reservations. There isn't an onsite Owner Services Department, where these owners could turn to.

Submitted by Pete Glee, General Manager

5. Other Standing Committee Reports:

a. James Ablett reviewed his extensive report. James noted an approximate \$12000.00 surplus. The Road Reserve recommendations particularly noted the marked increase of 221% increase in replacement costs. Additionally, given the age of the road system, a likely high cost, in excess of \$1,200,000.00, is predicted for the early 2030s. A financial workshop with the board members was held on 20 March 2024. It was noted that the current MLHOA fee structure has been in place for the last 2 years (\$720.00/year). The Reserve study has recommended a 25% increase in the road reserve portion of the fees for the next 5 years to meet predicted likely demands for repairs. To try to plan for these needs as well as general operating needs his recommendation is to increase MLHOA assessments to \$780.00 per year which includes an increase of Road Reserve funding by 26% (\$39.00) and an increase in general operating fees of 3.68% (\$21.00). This would result in total assessments rising from \$720.00 annually to \$780.00 annually, an overall increase of .33% per unit. A discussion of other items to cut or reduce in the budget was conducted but no cost savings identified. The board unanimously agreed with the recommendations.

Paul Jaspar recommended making the Road Reserve available to the public, and this was agreed to.

MOTION: The budget as proposed was approved unanimously by the Board with a Motion by Kathy O'Connor and a second by Jeff Brodie. Motion passed.

The budget as approved by the board will be presented at the annual meeting 1 June 2024 for member approval.

A huge appreciation was extended to James Ablett for all the work he put in on this report!

b. Architectural Review Board

1. Architectural Review Board (ARB) – Application and interpretation of the Meadow Lake building standards is the responsibility of the ARB, a committee of the MLHOA. The ARB's authority is derived from the MLHOA Declaration of Covenants, Conditions, and Restrictions (CC&R's), the MLHOA's Bylaws, and its Charter as promulgated by the association's Board of Directors. The board's objective is to ensure that homes and other buildings constructed in Meadow Lake are aesthetically compatible with the natural landscape and the historical architectural patterns of the community.

2. ARB Members – Stephen Spotts, Chair; Linda Jarrendt, Connie Hitchcock, Bill Milner and Sam Iraggi.

3. New Construction Completions –

A. There was 1 completed home construction projects:

Pignataro Home. Lot S-03, 100 Inverness Court. Home project completed.

4. New Constructions Active –

A. There are currently six home construction projects pending completion of the final landscaping and inspection of recommended improvements:

Wick Home. Lot R-60, 117 Oakmont Loop. ARB members met with the Wick's and two members of the Meadow Lake North HOA Board (Lachenmaier and Connelly). Carrie Wick updated the group on proposed plans to the front natural areas of their property to meet MLN HOA guidelines and will submit final plan for approval.

Bogan Home. Lot TH-68, 359 Gleneagles Trail. ARB met with Doug Bogan to review a proposed relandscaping plan to resolve cement reveal and planted areas. Doug Bogan will submit the final plan for approval.

Joern Home. Lot TH-050, 143 Gleneagles Trail. Home exterior is complete. Landscaping will be finished in the spring.

Rossiter Home. Lot TH-137, 346 Gleneagles Trail. Home exterior is complete. Landscaping will be finished in the spring.

Newsome Home. Lot S-01, 1045 St. Andrews Drive. The home exterior is complete. The ARB is awaiting finish of reveal on back deck of home.

c. There are currently two home construction projects underway.

Anderson Home. Lot TH-145, 248 Gleneagles Trail. Projected completion is June 6, 2024. Exterior completion review, end of March.

Wood Home. Lot R-16, 273 Pine Valley Court – Project phase 1 –construction of bridge and utility work progressing. Home start TBD.

Stetar Home. Lot TH-062, 301 Gleneagles Trail – Approved with conditions. Project start date by end of March.

C. There are currently four home projects awaiting submission to ARB.

Chvilicek Home. Lot TH-069, 365 Gleneagles Trail – not submitted yet.

LaChance Home. Lot R-56, 248 Oakmont Loop – not submitted yet.

Dannic. Lot TH-58, 253 Gleneagles Trail – not submitted yet.

Catt. Lot TH-065, 339 Gleneagles Trail - not submitted yet.

5. New Remodels/Repair/Painting and Re-landscaping –

Cate Home. Lot Z-11, 562 St. Andrews – install of generator.

6. Completed Remodels/Painting – None

Submitted by Stephen Spotts – ARB Chair

Steve Spotts will be resigning from the ARB effective 30 June 2024. His contributions to the committee over the years are greatly appreciated.

No other major issues have been identified. Report was approved by the Board as presented.

c. March 2024 BIM Report for the Meadow Lake Board

The BIM committee recently received a resignation from their “Fall Chairman” Patty Eppelsheimer.

We have two new members: Jeff Brodie and Mary Liberatore.

Committee members as of today: Malinda Iskiyan, Jeff Brodie, and Mary Liberatore with the help of Ann Stephens.

The Committee met on Tuesday, March 5, 2024, to kick off the Spring season.

Items discussed:

Thin and Trim June 8th-16th (two weekends to allow people more time to clean up their yards)

Steve Liberatore proposed his debris pick up schedule so that he can be most efficient with his time and equipment.

He is going to draft a notice that can be emailed to let residents know what day they should expect a pickup.

MLHOA/BIM will send out letters to owners letting them know of upcoming plans.

## BIM Drive Around/Violation letters

The committee is working on rewording each letter to make it softer and more friendly and not so businesslike.

1. Vacant Lots – to be “parked out” and fire mitigation.
2. Letter 1 – making them aware of issues.
3. Letter 2- following up to make sure they have complied.
4. Letter 3 – fine letter

The drive around form has been revised to make it more user friendly.

First drive around mid-June

Second Drive around 30 days later

Important to educate/ remind residents of who BIM is and what the CC&R's are. Email blasts, include with billing, and Social Committee newsletter.

BIM created the Spring Entrance Baskets  
Respectfully submitted.

Malinda Iskiyan

The BIM report was approved as presented.

## d. Social Committee Report

The first part of January, Lisa Powell with help from Patti Singer put on a Winter Bonfire at Hucklebear Park. Participants could come for Hot Chocolate, visit, and skate or cross-country ski beforehand. There were about 28 participants in the event.

This June we will be assisting the BIM committee with Thin & Trim. We will be helping with the Continental Breakfast at the Lodge.

Patti Singer and Carrie Wick are taking over putting the New Homeowner's Welcome bags together and personally taking them to the owners as a more welcoming jester. Previously the homeowners were notified they could stop by the office and pick them up. We thought it would give new residents an opportunity to get to know where the office was but found many were not picking them up.

JoAnn Cate is still doing the Meadow Lake Happening's Newsletter on a monthly basis. If anyone has news they want to share, they need to get in touch with JoAnn by the 25th of each month.

We are currently meeting every other month due to a lack of activities during the winter months.

Respectfully Submitted,

JoAnn Cate

The BIM

The Social report was approved as presented.

**e. Community Operations and Protective Services (COPS)**

**Board Meeting March 26, 2024:**

North Star reported 6 recordable events from December 7, 2023, to March 18, 2024, were reported. These events represented Open Garage doors, suspicious vehicles or persons, vehicles parked overnight on the roads, people in Building #12 hot tub after hours, and packages at the front door of a residence.

Dogs off leashes continue to be a very difficult problem to enforce or resolve. Anyone having ideas as to how to better resolve this within the MLHOA's CC&R's and Community Standards is asked to share this with the office.

North Star Security two-year contract expires June 30, 2024. They have been contacted to negotiate a new contract. The company name and contact phone number remain the same.

Respectfully submitted, Pete Glee, General Manager

f. CC&R Committee



The current CC&Rs are due to expire in October of 2025. A recommendation to eliminate the expiration date was agreed upon. This action will require a majority vote of at least 75% of responding MLHOA members. The ballot will be mailed with return requested.

g. Web site – Awaiting Designer discussions/bids, cost to be determined, selection to be yet to be made,

6. The committee is proposing to increase construction contractor refundable road damage deposits, increase nonrefundable building and remodel application fees with a portion to Road Reserves, and a new Road Impact Fee. The fees would be designed to help offset road damage. After discussion it was felt by the Board that the proposal, while having merit, needed to be reworked, and was sent back to committee for later resubmittal.

7. Annual meeting 1 June 2024 at 1:00 at the Glacier International Lodge  
We need a quorum!

Barb Riley raised the issue of having this meeting available to Zoom. While it might increase attendance there can be no guarantee that would occur, and costs would be prohibitive. As well, the hotel probably cannot support the bandwidth required to do such a large Zoom meeting.

Additional efforts will be undertaken to try to increase attendance with reminder letters, email blasts etc.

6. MOTION: Kathy O'Connor moved to adjourn the meeting at 12:30 pm and James Ablett seconded. Motion carried.

Respectfully submitted,  
Jeffrey H. Brodie, Secretary  
Meadow Lake HOA Board

## **ACTION ITEMS:**

**ACTION:** Pete to continue working with web designers and report to the committee.

**ACTION:** Pete will work with Postmaster regarding three homeowners on Oakmont that were not moved to the new CBU's.

**ACTION:** Review snow contract for next year.

**ACTION:** Letter to SAHA regarding St. Andrews Drive Drainage Project.

**ACTION:** Maintenance of the roads for this year and fill potholes.

**ACTION:** Order new speed bump and speed limit signs for entrance areas.

DRAFT