



**Big Sky Owners Association (BSOA)
Board of Directors Meeting Minutes
June 20, 2025**

Meeting Details

- **Location:** BSOA Office
- **Meeting Called to Order:** 9:03 am
- **Meeting Chair:** Michelle Horning, Vice Chair

Attendees

Board Members Present:

- Michelle Horning, Vice Chair
- Barbara Rowley
- Ernie Chappell
- Kenny Holtz, Treasurer
- Les Hopper
- George Mueller

Staff Present:

- Suzan Scott, Executive Director
- Amy Gitchell, Staff
- Kyle Pomerence, Staff
- Lisa Chase, Staff

Guests:

- Tammy Estensen, BSRAD
- Joe Swiatek, Board Candidate

Approval of Minutes

Motion: Barbara Rowley moved to approve the May 16 board meeting minutes. **Second:** George Mueller **Result:** Motion passed unanimously.

Finance and Audit Committee Report

Presenter: Kenny Holz, Committee Chair

Annual Budget Discussion

Kenny Holz presented the proposed annual budget for fiscal year 2026 (beginning October 1, 2025), highlighting:

- **Operating Revenue:** 5% increase in dues proposed
- **Special Assessment:** 5% special assessment proposed
- **Key Budget Items:**
 - Engineering work for mountain village RID consolidation
 - Up to \$35,000 contribution to transportation committee study
 - Received Gaston bridge implementation and have a budget number
 - \$10,000-\$15,000 earmarked for smaller road maintenance issues
 - Recommendation for reserve study.
 - Compliance role increased to 20 hours/week (from 15 hours)
 - 4.5% budgeted wage growth

Board Discussion

- Michelle Horning expressed concerns about staff workload and potential burnout
- Ernie Chappell recommended postponing budget approval to allow more review time
- Barbara Rowley sought clarification on compliance hours increase
- Discussion of special assessments vs. general assessment increases

Motion: George Mueller moved to place the draft budget on file and table until the July meeting for approval. **Second:** Kenny Holz **Result:** Motion passed unanimously.

Date of Record Approval

Discussion of the suspension list for members out of compliance with assessments or Architectural Review requirements.

Motion: Kenny Holz moved to approve the noticing period and date as presented for member suspensions. **Second:** Michelle Horning **Result:** Motion passed unanimously.

Staff Report

Presenter: Suzan Scott, Executive Director

Key Updates

- Staff workload acknowledged as extremely high
- Jurisdiction issue: Attorney research sent to title company for LMR properties dispute
- Water rights transfer scheduled for completion Tuesday following the meeting
- Various operational updates provided in written staff report

BBS (Pond) Project Updates

Presenters: Amy Gitchell, Ernie Chappell

Current Status

- Sign company working on new signage installation
- Concrete contractor being secured for sign and trash can installation
- Bench pad installation to be included in concrete work
- Parking lot area improved with aggregate surface

- Trail connection to parking area completed

Water Quality Concerns

- Amy Gitchell reported water quality testing results
- Discussion of signage options and liability considerations
- Gallatin County water quality district lacks funding for testing this year
- Goose impact identified as primary water quality issue
- Various mitigation solutions being evaluated

Pond Opening Decision

Discussion: Board consensus that pond trail should open for walking while swimming area remains closed pending proper signage installation.

Unit 17 - 15% Bylaw Requirement

Presenter: Suzan Scott

Issue

Per association bylaws, disposal of property valued over 15% of average annual budget (\$181,038) requires membership vote. Unit 17 proposed sale price of \$395,000 exceeds this threshold.

Motion: Michelle Horning moved to add Unit 17 sale to the Annual Meeting packet for membership vote. **Second:** Barbara Rowley **Result:** Motion passed unanimously.

Transportation Committee Charter

Presenter: Les Hopper

Committee completed final review of charter language. Document will be provided for July board packet approval.

Insurance Update

Presenter: George Mueller

Review of insurance options showed lower deductible options were cost-prohibitive.

Motion: George Mueller moved to proceed with insurance policy having \$100,000 deductible.

Second: [Unnamed board member] **Result:** Motion passed unanimously.

Board Candidate Ballot Approval

Presenter: Suzan Scott

Correction needed from June meeting where candidate ballot approval motion was not properly made.

Motion: Michelle Horning moved that all eligible BSOA members in good standing who want to run for board positions, as recommended by the nominating committee, be put on the ballot for this year's election. **Second:** Barbara Rowley **Result:** Motion passed unanimously.

Note: Motion includes both BSOA board candidates and BSAC candidates as recommended by nominating committee: Brenna Kelleher, George Mueller, Michelle Horning, Joe Swiatek, Eric Ferdinand, Ernie Chappell, Sarah Turner-Malhotra, ~~Robbie Shelby*~~, ~~Kent Volosin*~~, BSAC: Brenna Kelleher, Gina Dee, Cindy Miller, ~~Brad Reiersen*~~
**approved by committee but not running as of July 10, 2025*

RID (Road Improvement District) Proposal

Presenter: Suzan Scott

Gaston Engineering Recommendations

Jeremy from Gaston Engineering provided updated proposal with two options:

1. **Global RID:** \$250 annually per unit (recommended)
 - More equitable across all affected properties
 - Estimated cost: \$75,000 for implementation
2. **Sub-districts:** \$70-\$950 annually depending on location
 - Less equitable distribution

Key Points

- Existing RIDs would be dissolved except Beehive Basin Road and Highway 191
- Global RID covers mountain village area roads not currently in RIDs
- Road maintenance needed within 10 years
- Early implementation recommended before Big Sky Resort adds 500-700 additional units

Board Decision

Item tabled pending budget approval and input from Transportation Committee after Maggie's return.

Propane Consortium

Presenter: Suzan Scott

Montana Energy Alliance continues to delay providing vendor list despite multiple requests.

Motion: Ernie Chappell moved to dissolve the propane consortium and notify members.

Second: Michelle Horning **Result:** Motion passed unanimously.

Scanner Purchase Request

Presenter: Lisa Chase

Request Details

- **Recommended Model:** Canon Dr-M262 scanner
- **Cost:** \$855.99
- **Purpose:** Digitize architectural files and binders for improved document management
- Current system requires accessing both digital and paper files in separate locations

Motion: Barbara Rowley moved to approve the scanner purchase. **Second:** Ernie Chappell

Result: Motion passed unanimously.

Standing Committee Reports

Executive Committee

- Meeting held addressing DandO renewal and ED obligations
- All obligations completed

Legal Committee

- Kilborn lawsuit: Judge held Kilborn in contempt
- LMR jurisdiction issue: Research sent to title company

Nominating Committee

- Information sessions planned for nine board candidates in July
- Two additional BSAC committee members still needed

BSAC (Architectural Committee)

- Smaller volume of applications
- No contentious issues reported

BBS Committee

- Pond project updates covered earlier in meeting

Wellness District

- Senate Bill 560 celebration scheduled July 14 at Wilson Hotel, 4:30 PM

Other Committees

- Sustainability: No meeting
 - Strategic Planning: No meeting
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Action Items

1. **Finance Committee:** Schedule meeting before July 18 board meeting
 2. **Executive Committee:** Meet before July 18 to decide staff salaries and reorganization
 3. **Transportation Committee:** Review RID proposal after Maggie's return
 4. **Nominating Committee:** Conduct candidate information sessions in July
 5. **Staff:** Prepare ballot packet for printing after July 18 meeting
 6. **Ernie Chappell:** Contact Maggie regarding RID proposal timing
 7. **BBS Committee:** Install appropriate signage before opening pond for public use
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Next Meeting

Date: July 18, 2025 **Note:** Quorum confirmed with most board members available

Executive Session

Board entered executive session at meeting conclusion.

Meeting Adjourned: 10:22 am

Maggie Good, Board Chair

Date approved: