



Board of Directors Meeting Minutes

July 17, 2026

Call to Order

Chair Ernie Chappell called the meeting to order at **9:07 a.m.** The meeting was recorded.

Roll Call

Present:

- Ernie Chappell, Chair
- Sarah Turner-Malhotra
- Gina Dee
- Vanessa McGuire (Zoom)
- Barbara Rowley (Zoom)
- Joe Swiatek (Zoom)
- Les Hopper (arrived shortly after roll call)

Guest Present:

- John Seelye, BSAC Chair (arrived shortly after roll call)

Team Present:

- Holly Coltea, Executive Director
- Lisa Chase (joined after roll call)
- Kyle Pomerence
- Sam Luedtke (joined after roll call)

Approval of Minutes

The Board reviewed the June 15 and June 22, 2026 Board Meeting Minutes.

Motion: Joe Swiatek moved to approve the June 15 and June 22 Board Meeting Minutes. Barbara Rowley seconded the motion.

Vote: Motion carried unanimously.

Executive Session Report

Chair Ernie Chappell reported that during Executive Session held earlier that morning, the Board approved the FY2027 payroll budget as well as a 2026 payroll adjustment.

Discussion Topics

TEDD/TIF Initiative

The Board discussed BSOA's role in supporting the Big Sky Resort Area District (BSRAD) TEDD/TIF initiative to retain local tax dollars for community infrastructure.

Executive Director Holly Coltea reported that:

- Community partners are coordinating outreach efforts through weekly leadership meetings.
- BSOA has been asked to provide an official letter of support.
- Members will be encouraged to submit individual letters of support using standardized templates.
- Two community town halls are planned for August.
- Outreach efforts are expected to conclude by September.

Board discussion included:

- The importance of grassroots homeowner participation.
- Ensuring messaging is clear, concise, and community-focused.
- Avoiding overly alarmist messaging while still conveying the community's infrastructure needs.
- Making participation as simple as possible for homeowners.
- No need for BSRAD to attend our August Board meeting.
- Barbara Rowley offered to assist Holly with communications.

No formal action was taken.

Strategic Plan

The Board reviewed the recently completed Strategic Plan developed during the Board's strategic planning workshop.

Discussion focused on presenting the plan at the Annual Meeting.

Board members agreed that:

- The one-year strategic priorities should be highlighted.
- A simplified handout would improve member engagement.
- The longer three-year planning document should remain an internal planning tool.

Motion: Sarah Turner-Malhotra moved to distribute only the one-page summary of the one-year Strategic Plan at the Annual Meeting. Gina Dee seconded the motion.

Vote: Motion carried unanimously.

Board Vacancy / Election Clarification

The Board revisited the appointment process following the removal of former director Kenny Holtz.

After additional review of the Bylaws, the Board concluded that:

- The vacant seat should be filled through the upcoming election.
- The election should include **four open seats**:
 - Three (3) three-year terms
 - One (1) unexpired one-year term
- Gina Dee, previously appointed by the Board, should be returned to the slate of candidates for the upcoming election. It was noted Gina did go through the Nominating Committee process previously.

The Board discussed the ambiguity within the Bylaws regarding vacancies created through Board removal and agreed that allowing members to elect the replacement was the most transparent approach.

Motion: Sarah Turner made the motion to revise the upcoming election to include four open Board positions (three three-year terms and one one-year unexpired term) and adding Gina Dee to the candidate slate. Joe Swiatek seconded.

Vote: Motion carried unanimously.

Committee Reports

Big Sky Community Park (BBS)

Executive Director Coltea provided an update on the Huntley-Kern Pond Pavilion Project.

Highlights included:

- Construction is underway.
- Blue Ribbon Builders has mobilized onsite.
- Community communications announcing construction have been distributed.
- Permanent project signage is being finalized. BSOA Team to secure an address for the Pond.
- Staff is coordinating with Explore Big Sky for project coverage.

The Board also discussed pond signage and reaffirmed previous direction that:

- The pond is a natural habitat.
- The pond will **not** be tested because it is a natural habitat.
- Signage should clearly communicate that swimming is not permitted due to the untreated, natural nature of the water.
- The Pond's address will be included on the new signage.

BSAC Update

The Board discussed ongoing work within the Big Sky Architectural Committee.

Discussion included:

- Clarifying which Member Resolutions fall under BSAC authority versus BSOA administration.
- Confirming that Dark Sky compliance remains a BSAC responsibility while enforcement of parking, trash, and noxious weeds remains under BSOA.

Additional policy discussions will return to a future Board agenda.

Finance Committee

Chair Ernie Chappell presented the Finance Committee report.

The Board reviewed the June 30, 2026 financial statements, including the balance sheet, year-to-date performance, and projected year-end financial position. The Finance Committee reported that BSOA remains in a strong financial position.

The Board reviewed the proposed 2027 operating budget, including anticipated increases in labor, snow removal, and technology expenditures. Despite these increases, the proposed budget projects approximately \$34,000 in operating net income, allowing the Association to maintain financial stability while funding key operational priorities.

The Finance Committee also reviewed the proposed 2027 annual assessment, recommending a 2.8% cost-of-living increase, resulting in an annual assessment of \$535 per property. The Board discussed reserve planning, including setting aside funds for future bridge repairs and anticipated roof replacement costs. The assessment summary also reflected the expiration of the prior special assessment, resulting in an overall reduction in the total amount paid by members despite the modest increase in the regular assessment.

Motion: Following the Finance Committee's recommendation, the Board moved to approve the 2027 Operating Budget, including an annual assessment of \$535 per property.

Second: Joe Swiatek.

Vote: Motion carried unanimously.

Yellowtail Discussion

The Board discussed the process surrounding outstanding Yellowtail enforcement fines and emphasized that any request for reconsideration or appeal must be reviewed by the full Board during a properly noticed public meeting. Board members discussed maintaining clear governance roles between staff, committees, and the Board, and reaffirmed that any future appeal submitted by the property owner would be placed on a future Board agenda for consideration in accordance with BSOA governing documents. It was noted per the BSOA Bylaws that the new Yellowtail submission cannot be heard while there are outstanding delinquent fines.

No formal action was taken.

Transportation Committee

Executive Director Holly Coltea provided an update on transportation initiatives, including ongoing discussions with Aspen Groves homeowners regarding speeding, cut-through traffic, and mountain bike connectivity along Andesite Road. Staff has coordinated with Alta Engineering to utilize the recently completed Active Transportation Study to help inform future neighborhood improvements without duplicating previous work. The Board discussed BSOA's role as a facilitator while recognizing that any future funding requests would return to the Board for consideration.

The Board also discussed participation in the community transportation roundtable and the development of a Public Works/Transportation Planner position. Transportation Committee Chair Les Hopper requested to be included in future transportation planning meetings and related discussions, and the Board agreed.

Annual Meeting Planning

The Board reviewed preparations for the September 4, 2026 Annual Meeting, including election communications, website updates, candidate information, meeting logistics, and the proposed agenda. Staff reported that election materials and candidate biographies would be posted online, with updates reflecting four Board openings and the addition of Gina Dee to the candidate slate. The Board also reviewed plans for educational presentations, remote participation, networking reception, and member communications leading up to the Annual Meeting.

A 45-minute meeting will start at 4:30pm, followed by 45 minutes of educational presentations and a 60-minute reception with food and open bar.

Executive Director's Report

Executive Director Holly Coltea presented her monthly written report, highlighting:

- Huntley-Kern Pond construction progress.
- Community communications and homeowner engagement efforts.
- The Global Road Improvement District initiative.
- Transportation coordination efforts.
- Firewise application progress.
- Annual Meeting planning.
- Strategic Plan implementation.

The Board discussed BSOA's communication strategy. Executive Director Coltea explained that staff intentionally sends single-topic communications only when members need timely information, rather than recurring newsletters, to improve open rates and reduce email fatigue among members. The Board supported continuing this communication philosophy.

Staff also provided an update on the recently approved Global Road Improvement District, noting that approximately 1,300 property owners will now participate in road maintenance funding, increasing annual revenue to approximately \$322,000 while expanding maintained roadway mileage from approximately 5 miles to 13.7 miles.

New Business (Membership Forum)

No additional new business was brought before the Board.

Executive Session

On August 5, a disciplinary matter involving Yellowtail Residences (MT Yellowtail LLC) was discussed, and resolution was reached among all parties.

Adjournment

There being no further business, the public meeting adjourned at 11:07 a.m. The Board then entered Executive Session with the Team.