



Summit Hotel Condominium Owners Association
Quarterly Board Meeting
March 18th, 2025 – 10:00 AM MST – Summit Boardroom/Microsoft Teams

Board Members Present: Dane Smith (405/406/924/925), Barb Rooney, Michelle Frederick
Board Members on Teams: Jason Martel (413/414), Bill Mylonas (922/923)
Owners Present: n/a
Owners on Teams: Taylor McCaslin (330/331), Doug Seib (615/616), Tony Jackson (1006), Debi Rasche (420/421/1005), John Fishpaw (909/910), Andrea Massey-Farrell (1003), Kristi & Jeff Johnson (520/521/522)
Others Present: Courtney Jones, John Proksa, Ashley Brown, Marc Perdue, Abby Neu, Chuck Donch, Jennifer Rice
Others on Teams: Zander Fogg

Call to Order

Bill Mylonas called the meeting to order at 10:01 AM MST.

March Quarterly Board Meeting Minutes

Bill Mylonas makes a motion to approve the September Quarterly Board Meeting minutes. Dane Smith seconds the motion. The motion is approved unanimously.

Management Report –

Revenue Strategy – *presented by Zander Fogg*

Winter Pace –

- National trends prompting some booking uncertainty, but pickup remains strong through the remainder of the season.
- Western Mountain Region – booking pace
 - November – April occupancy up .8%
 - 1st half of season struggled, 2nd half pacing up, especially April
 - ADR up 1.1%, but **properties with lower rates are reporting high occupancy than those with higher rates**
- Key Data: +/- 1,150 managed units is greater Big Sky area: occupancy up for the season 6.7%, with most gains coming in the 2nd half of the season, ADR down -6.1%

Summer Preview –

- Encouraging advanced booking with summer booking promo – starting March 1, earlier than previous years
- FIT bookings pacing ahead of last year

Owner Services – *presented by Ashley Brown*

- Mugs in the Mountain – Illy Café - Saturday mornings, 9am-10am
 - Complimentary Coffee & Pastries
- Summer 2025 owner reservations were due January 31st
- Next reservation deadline: June 1st to guarantee winter 25/26 reservations.
- The closing day for the winter season is April 27th! (Guest depart lodging properties on April 28th)
- Explorer Lift will cease operations on March 30, 2025. The Explorer Gondola is scheduled to open in December 2025. Explorer Lift chairs will go on sale March 20th, 2025, with proceeds being donated to 3 local nonprofit organizations.
- Owner.services@bigskyresort.com

Hotel Updates – *presented by Chuck Donch*

- Excited about the entire Summit Team this winter
 - New managers: Terra Alkhafi – Assistant GM, Holly Ruanto – Executive Housekeeper, Nate Biller- Front Desk Manager, Bayley Jones – Assistant Front Desk Manager.
- Spring projects deep cleans, window and carpet cleaning, wood and paint touch-ups.
- Summer jobs have been posted, and hiring has begun.
- REFUGE:
 - The second steam shower is now operational.
 - Vivreau water system is working sporadically, a replacement thermostat is on the way.
 - Heated Bench – It is set at the highest temperature setting.
 - A question was asked about how the pool side drink service has been going this season. A discussion followed summarizing that it has not been executed consistently and at the high level of guest service that is expected. There is room for improvement and efforts are underway to enhance it.
- The Summit in Travel and Leisure Magazine: [This Uncrowded Ski Resort Has Heated Lifts and a Scenic Tram With Views of 3 States and 2 National Parks](#)
- Strong guest satisfaction surveys and comments this winter

Facilities Maintenance – *presented by Marc Perdue*

- Garage riding sweeper ordered – Expected to arrive in the next few weeks
- Researching better swim through door for the pool.
- Refuge updates – Off season work will include punch list items, a door that needs to be replaced in the hallway, some ceiling tiles that need to be replaced. Martel and their team are going to help to locate the leak(s) on the roof. Some stucco, skylight and flashing work is to be done.
- Boiler upgrades – all of the demo work has been performed in house, estimate that this is saving the HOA about \$50,000. The old boiler has been dismantled and removed by the resort maintenance team. Central Plumbing will be arriving soon to continue the installation work. The new boilers will be placed in a couple of weeks, and I anticipate the project to be completed right at the end of the season.
- A new compactor gate has been installed.
- Transfer switch – The new transfer switch has been installed. The transfer switch is for the backup generator and if we lose power supplied by Northwestern Energy, the backup generator will automatically switch on. The transfer switch has been tested and is working well.
- Working on changes and upgrades to the fire alarm system to be more precise and less disruptive to guests.

Financials

Treasurer's Report presented by John Proksa

- Balance sheet
 - Similar balances to 12/31/23, reserves and CD's reduced by health club expenditures.
- A/R Aging
 - This report is from 12/31
 - A few outstanding balances were due; 1 remains outstanding
 - A/R as of 02/28 – Mostly collected
- Equity Roll Forward –
 - Common Area Projects
 - Health Club remodel costs at 12/31 along with smaller projects
 - Common Area Reserves on 12/31 were at a negative. We are building them back up now.
 - Q1 funding for this year knocked out the deficit. Q2 will bring us back into the positive.
- Budget vs. actuals
 - We ended up about \$90,000 favorable to the budget mainly due to the health club/pool being closed.
 - Propane costs are down due to being locked into lower rates.
 - Electric is down slightly due to usage.
 - General maintenance costs were up due to boiler work and fans for the broiler room. Please see the general maintenance supplement for more detail of budget variance.
 - The carpet cleaning was more than expected to deep clean floors 3-9.
 - Maintenance expenses were increased due to the health club remodel.

Michelle Frederick makes a motion to approve the unaudited Treasurer's Report. Dane Smith seconds the motion. The motion is approved unanimously.

Old Business

- Interior Signage Package -
 - Approved in December but not yet ordered.
 - Reviewing resort-wide branding for alignment with future goals.
 - Planning to order in the summer.
- Woodwork -
 - Working on finding and matching the right color with Boyne Design Group.
- Arrival Experience -
 - Reviewing resort-wide branding for alignment with future goals.
 - Expected to begin in 2026

New Business

- Board Positions –
 - Bill Mylonas: Chairman
 - Dane Smith: Vice Chairman
 - Barb Rooney: Secretary

Michelle Frederick makes a motion to approve the Board Positions as listed above. Dane Smith seconds the motion. The motion is approved unanimously.

- Current accountants no longer service HOA's for annual review of financials statements. The new accountant hired for this service is Rudd and Co at a similar cost.
- June Quarterly Board Meeting: Tuesday, June 24th at 10:00 AM MST (Decided after reviewing bylaws and resort events via email on 3/24/25.)
 - Discussion on adjusting the June Quarterly meeting to a later date. Proposal to shift meeting from June 24th to late July to align better with quarterly ends.
 - A poll for scheduling will be sent out for scheduling based on bylaws and members availability.

Owner Comments

- **Doug Seib –**
- New owner experiencing ongoing maintenance issues
Suggestions for room upgrades:
 - Kitchen Amenities: Microwaves, toasters, blenders for 2 queen units lacking full kitchens.
 - Humidifiers: Importance in dry mountain air; previously had them but faced maintenance issues. They are available upon request.
 - Additional Features: Extendable clotheslines, more hooks, expanded dining tables.
 - Artwork: Preference for natural landscapes over designer-selected art; requests flexibility for owners to personalize walls.

The Board acknowledged suggestions. Plans to incorporate feasible upgrades and consider guest feedback for amenities. Note that this is a condominium hotel, and the design was completed so that each room is standard.

- **Andrea Massey –**
Positive remarks on spa renovations. Concerns about children's behavior in the hot tub area causing disturbances.
Management emphasized staff training to handle unruly behavior. Reinforcement of supervision.
Consideration of implementing age limits or enhanced supervision protocols.
- **Debi Rasche –**
Appreciation for the staff's hard work. Concerns about slippery areas near the pool area and children in fitness centers without proper attire.
Management will continue to enforce gym attire policies. Suggestions to improve safety measures and supervision in common areas.
- **John Fishpaw –**
Expressed desire to visit the Summit more frequently. Appreciates in-person meetings and supports future scheduling aligned with major events.
Management acknowledged and welcomed increased participation.

Michelle Frederick makes a motion to move the meeting to Executive Session. Bill Mylonas seconds the motion. The motion is approved unanimously.

Michelle Frederick makes a motion to close the Executive Session. Bill Mylonas seconds the motion. The motion is approved unanimously.

Adjournment

Bill Mylonas adjourned the meeting at 12:39 PM MST.