

“Dedicated to building our community.”



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MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 12 April 2022

The March Board Meeting was held via Zoom. President Marty Henderson called the meeting of the CCHOA Board to order at 6:33 PM on 12 April 2022.

Present: Marty Henderson, Bill Hoover, Amanda Schneider, Ken Francois, Sandy Gallof, Vicki Tostanoski, and Dorothy Hornby.

Absent: Steve Paradis

The agenda for this meeting is provided in Attachment 1.

MINUTES of the PREVIOUS MEETINGS:

- a. The minutes of the previous regular Board meeting held on 8 March 2022 were presented. The minutes were approved unanimously.

FINANCIAL REPORT (Ken Francois):

- a. The Treasurer’s Financial Reports for the period ending 31 March 2022 are provided in Attachments 2-5.
- b. Two of our three February 2022 US Bank accounts reconciled without issues.
- c. The Trash-Recycle account ended the month with \$6335.59 after paying the \$2217.12 March bill.
- d. The Reserve account's ending balance is \$27,925.68 with interest paid in the amount of \$0.23 (0.01%). Please remember, approximately \$15,500 of this reserve will be used to pay our 2022 WC Trash obligations.
- e. Our Operating account had a \$114.78 discrepancy due to a returned payment from one of our trash customers and an associated bank charge. Both issues have been resolved.
 - 1) Reconciling these discrepancies in QuickBooks (QB) required us to invoice the customer to reimburse the HOA for the bank charge and delete the customer's returned payment from our January deposit record.
 - 2) The \$15 reimbursement was easy to record but deleting the customer's \$99.78 January payment (and our subsequent deposit) changed QB's \$1380.97 February 2022 ending balance that Ken reported last month to \$338.37 on the attached QB report.
 - 3) This \$992.60 difference in QB is recovered by the \$15 debit and \$1007 credit (redeposit) shown on the attached report. The QB reconciliation "Cleared Balance"

now matches the \$2102.60 ending balance shown on our March 2022 US Bank statement.

- f. The Financial Reports were approved unanimously.

TRASH SERVICE REPORT (Marty Henderson)

- a. Marty stated that we gained 2 new trash customers in March to bring our total to 176 homes that used the HOA trash service with Waste Connections.
- b. Waste Connections completed their audit of their bill and adjusted their counts to the ones Marty had in his spreadsheet.
- c. The April 1st bill reconciled to Marty's counts without issue, but he was still off about \$40 on the bill.
 - 1) After verifying his spreadsheet, Marty looked at Waste Connections bill closer and realized the company was still using the 2021 rate (\$8.49) for trash customers instead of the 2022 rate (\$8.74).
 - 2) This has been wrong for the past 3 months so they have been undercharging for the rate as well. The rates were correct for recycle, pack out and extra bin. Marty has contacted them and is awaiting their answer. Marty stated we might need to pay extra for Jan, Feb and March to make up for their oversight.
 - 3) Waste Connections went back to every other week for recycling pickup starting next week. The company sent out letters about the change and stated it was due to a severe shortage of drivers and inflation.
 - 4) Marty sent an email to everyone in the Google Group about the change. Marty heard one complaint from a relatively new customer on Paseo who started up when it was weekly pickup.

NEW BUSINESS

- a. Social Committee Update
 - 1) Amanda reviewed the March Madness Event and stated that there were approximately 8 people in attendance in addition to the social committee and board members that were present. This turn-out was much lower than she was hoping for, but stated it may just not be an event that appeals to the neighborhood. The event conflicted with the St. Patty's Day parade downtown so that may have also contributed to the low attendance.
 - 2) The Social Committee will meet tomorrow (9 April) to begin planning the Spring Clean-up Event.
 - 3) Amanda stated that she only received 5 responses from the survey that was sent out with the newsletter and via email in February. She was hoping for a greater response, but those that did respond provided great feedback on social activities and indicated they thought the survey was a good idea.

b. Safety Committee Update

- 1) Sandy stated there was again poor attendance for the fire mitigation meeting with approximately 8 people in attendance. He is not sure what to do to get more people in the community interested in attending.
- 2) The meeting was recorded by Marty and the recording is available on the website. This was the first time a meeting was recorded and Marty was glad that this is a new option that we can provide to people that are interested in getting information but are not able to attend the meeting.
- 3) There were two burglaries on Bennett Avenue since the last HOA board meeting.
 - a) One burglary was items from an unlocked vehicle.
 - b) Dorothy stated that after this happened, she reminded people on Bennett to make sure they lock their vehicles, keep garage door closed and lock the door from their garage to the house.
 - c) Dorothy relayed that a while back on Sturgis Road someone broke in and went through the top part of the house while the owners were sleeping in the basement.
- 4) Sandy stated that on 30 April a Champions Workshop will be held. The Workshop will discuss Evacuation Planning, the 2022 Chipping Program, and CSFD Fire Mitigation program updates. The meeting will be from 9:00-11:00 AM and be held at the Fire Department Complex, 375 Printers Parkway.

c. Guardians of Palmer Park

- 1) Marty chatted with the President and Treasurer of Guardians of Palmer Park and confirmed that they work with the city, have a federal ID number, and they are a legit volunteer organization.
- 2) The organization welcomes donations but what they really need is help and volunteers. We should provide another article in the next newsletter similar to the one Ken provided in the last one.
- 3) The organization has a meeting once a month.

d. HNP Update

- 1) Next HNP meeting is 13 April.
 - a) Discussion will involve RetoolCOS, ConnectCOS, and a possible meeting with city utilities board in April to talk about burying powerlines
 - b) The meeting will also address affordable housing. Recommendations will be made to city council on this topic on 25 April.
- 2) Sally Clark (previous county commissioner) and her husband have joined HNP and represent the Old Colorado City area.
- 3) Sandy stated that via the Freedom of Information Act he has been able to request short-term rental owner information in our HOA community.

- e. Communications Update:
 - 1) Vicki is waiting to receive a 50% off coupon from WIX. Once received she will sign up and get things started in transitioning the HOA website over to the new platform.

- f. Welcome
 - 1) Dorothy reported 2 homes sold in March. 2906 Chelton Drive which was sold off market with no agent

- g. Bill provided an update on his attendance of CONO University.
 - 1) Bill stated our group is doing a lot of things right. A lot of other neighborhoods are still trying to come up with their mission statement and we already have established pillars which helps us get a good consensus from the neighborhood.
 - 2) The goal of the university is to gain knowledge and skills to help make decisions for our local communities.
 - 3) Once Bill is finished attending the university he would like to share what he has learned with the board and see how we can implement it into our community.
 - 4) Marty suggested that Bill write an article for the next newsletter on what he has learned.
 - 5) Ken asked if the course had made any distinction between mandatory and voluntary HOAs. Bill stated they had not but that he would ask.
 - a) Sandy stated that his understanding was that the city could override covenants for voluntary HOAs, but not for mandatory HOAs.

Expectations for May is to talk about the June Newsletter. Susan Henderson will be in attendance. Amanda will discuss Spring Cleanup

The meeting was adjourned at 7:08 PM.

HOA NEWSLETTER TOPICS

- a. After the meeting, Marty sent an email to all of the board members with potential topics for the next Newsletter.
- b. List of potential topics and their author include:
 - 1) Importance of our involvement in CONO/HNP - Marty and Sandy
 - 2) CONO Neighborhood University - Bill
 - 3) HNP update - Sandy
 - 4) Website Upgrade - Vicki. It's time to put something out there about the upgrade. The next newsletter will be before the annual meeting. You are about to purchase the software and a brief history on GoDaddy and why we are upgrading to WIX would give folks a good background.

- 5) Availability of the Fire Mitigation presentation and signup for August chipping - Sandy
- 6) Fire risk map for our neighborhood? - Sandy. It might be good to show the color map again and let people find their homes and assess their fire risk.
- 7) Crime avoidance tips - Sandy. Even though we did this last newsletter, we need to keep reminding people to lock everything up!
- 8) Review of Spring Cleanup event - Amanda
- 9) Garage Sale in June - Amanda
- 10) Ice Cream Social in July - Amanda
- 11) Block Party in August - Amanda
- 12) Palmer Park article - Ken. I'm hoping someone will attend a cleanup day to include that info in the article at some point. I can't make May's but I'm hoping for June. Maybe take your last article and expand it some.
- 13) Garden Club update - Janice
- 14) Trash update - Marty
- 15) Pet waste - Marty

The next regularly scheduled meeting will be: **Tuesday, 10 May 2022 at 6:30 pm.** The next meeting will be via Zoom.

Respectfully submitted,
Amanda Schneider, Secretary

CCHOA BOARD

Board Positions as of Nov 2021:

PresidentMarty Henderson
 Vice President Bill Hoover
 TreasurerKen Francois
 SecretaryAmanda Schneider
 At-Large.....Sandy Gallof
 At-Large.....Dorothy Hornby
 At-Large.....Steve Paradis
 At-Large.....Vicki Tostanoski

COMMITTEES:

- **COVENANTS COMPLIANCE:** CHAIRPERSON - Open
MEMBERS: Dave May, Rich Northrop
- **SAFETY:** BOARD COORDINATOR - Sandy Gallof
MEMBERS: Bob Frye, Steve Paradis, Dave May, Jason Carter

- HISTORY: Currently inactive
- SOCIAL: BOARD COORDINATOR – Amanda Schneider
SOCIAL MEMBERS: Susan Henderson, Bill Hoover, Kala Loptien, Janice Marie-Gallof
- WELCOME: BOARD COORDINATOR –Dorothy Hornby
MEMBERS: Jennifer Williamson, Mary Corrow, Maureen Logue, Sylvia Holt
- MEMBERSHIP: BOARD COORDINATOR – Marty Henderson (maintains database)
MEMBERS: Open
- TRASH COORDINATOR: Marty Henderson
MEMBERS: Open
- COMMUNICATIONS: BOARD COORDINATOR - Vicki Tostanoski (chief information officer)
MEMBERS: Susan Henderson (Newsletter)

ATTACHMENT 1
Board Meeting Agenda
April 12, 2022

1. Convene **6:30PM via Zoom**
2. Roll Call
3. Approval of Minutes of Previous Meeting
4. Approval of Financial Report (Ken – 5 mins)
5. Social Committee (Amanda)
 - a) Review of March Madness (10 mins)
 - b) Neighborhood Cleanup (10 mins)
6. Safety (Sandy)
 - a) Review of Fire Mitigation Meeting (10 Mins)
 7. CONO Neighborhood University (10 mins - Bill Hoover)
 8. Update on Guardians of Palmer Park (5 Mins – Marty)
9. Additional Committee Updates – Please Email updates before Board Meeting (20 Mins)
 - a) HNP – Sandy
 - b) CONO - Ken
 - c) Communications – Vicki
 - d) Welcome – Dorothy
 - e) Trash – Marty
10. Expectations for May 10th Board Meeting – Marth (5 mins)
 - a) June Newsletter - Susan
 - b) Spring Cleanup - Amanda
11. Adjourn

ATTACHMENT 2
Operating Reconciliation Detail

4:31 PM

04/04/22

Country Club Homeowners Association
Reconciliation Detail
US Bank - Operating, Period Ending 03/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						388.37
Cleared Transactions						
Checks and Payments - 2 items						
Check	02/28/2022		US Bank	X	-15.00	-15.00
Check	03/27/2022	464	Tostanoski Vicki	X	-157.59	-172.59
Total Checks and Payments					-172.59	-172.59
Deposits and Credits - 3 items						
Deposit	01/24/2022			X	1,007.60	1,007.60
Deposit	03/11/2022			X	381.60	1,389.20
Deposit	03/11/2022			X	497.62	1,886.82
Total Deposits and Credits					1,886.82	1,886.82
Total Cleared Transactions					1,714.23	1,714.23
Cleared Balance					1,714.23	2,102.60
Uncleared Transactions						
Checks and Payments - 4 items						
Check	01/28/2022	463	Historic Neighborho...		-75.00	-75.00
Bill Pmt -Check	03/05/2022		Amazon		-31.29	-106.29
Check	03/27/2022	465	Schneider Amanda		-195.73	-302.02
Check	03/28/2022	466	Henderson Martin G		-160.00	-462.02
Total Checks and Payments					-462.02	-462.02
Total Uncleared Transactions					-462.02	-462.02
Register Balance as of 03/31/2022					1,252.21	1,640.58
Ending Balance					1,252.21	1,640.58

ATTACHMENT 3
Reserve Reconciliation Summary

2:38 PM
 04/04/22

Country Club Homeowners Association
Reconciliation Detail
 US Bank - Reserve, Period Ending 03/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						27,925.45
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	03/31/2022			X	0.23	0.23
Total Deposits and Credits					0.23	0.23
Total Cleared Transactions					0.23	0.23
Cleared Balance					0.23	27,925.68
Register Balance as of 03/31/2022					0.23	27,925.68
Ending Balance					0.23	27,925.68

ATTACHMENT 4
Trash/Recycle Reconciliation Summary

8:08 PM
04/03/22

Country Club Homeowners Association
Reconciliation Summary
CCHOA Trash-Recycle, Period Ending 03/31/2022

	<u>Mar 31, 22</u>
Beginning Balance	8,552.71
Cleared Transactions	
Checks and Payments - 1 item	-2,217.12
Total Cleared Transactions	<u>-2,217.12</u>
Cleared Balance	<u><u>6,335.59</u></u>
Register Balance as of 03/31/2022	6,335.59
Ending Balance	6,335.59

ATTACHMENT 5
Trash/Recycle Reconciliation Summary

10:39 PM

04/03/22

Country Club Homeowners Association
Previous Reconciliation Discrepancy Report
US Bank - Operating

<u>Type</u>	<u>Date</u>	<u>Entered/Last Modified</u>	<u>Num</u>	<u>Name</u>	<u>Reconciled Amount</u>
Statement Date: 01/31/2022					
General Journal	01/26/2022	04/03/2022 21:03:24			-99.78
Total 01/31/2022					
Statement Date: 02/28/2022					
Check	02/28/2022	04/03/2022 21:44:41			-15.00
Total 02/28/2022					