



Country Club

Homeowners' Association

*Dedicated to the protection  
of our property values and  
quality of neighborhood living*

[www.countryclubestateshoa.org](http://www.countryclubestateshoa.org)

## **MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 11 August 2020**

President Vonney Northrop called the meeting of the CCHOA Board to order at 5:35 PM on 11 August 2020 at 2847 Marilyn Road, Colorado Springs, Colorado.

Present: Vonney Northrop, Sandy Gallof, Dorothy Hornby, Janice Marie-Gallof, Ken Francois, and Marty Henderson.

Absent: Dave Corrow and Vicki Tostanoski.

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 14 July 2020 were presented. Dorothy motioned that the minutes be approved. Marty seconded the motion. The minutes were approved unanimously.

### FINANCIAL REPORT (Marty Henderson):

- a. The Treasurer's Financial Reports for the period ending 30 June 2020 are provided in Attachments 2-4.
- b. The HOA has \$6,099.82 available for its use. Both accounts reconciled without issue. In addition, we have \$372.79 in the History fund, and \$7,117.18 reserved for Waste Connections future bills.
- c. We added 3 new trash customers in June so our total trash customers is 116. That's 37% of the homes that are able to sign up for the trash service (314). They seem to keep trickling in.
- d. 182 homes have paid their dues for 2020, Same as last month. That is 58% of our HOA homes. Over budget and impressive number since it's all voluntary.
- e. Marty had no issues with the June bill from Waste Connections.
- f. We received a lawyer bill from work done at the end of 2019 so 6 months late. Vonney worked with them to reduce the bill in half to about \$500. That would have been a hit on our finances as it is unbudgeted and we were expecting a bill of no more than \$300 that the board approved in Dec 2019. Marty expects the revised bill to be received no later than the end of August.
- g. Susan got the July Newsletter edited and Documart did the 188 copies. Marty printed the cover letter for the addressing and delivered the Newsletters to our local post office Friday, July 31st. Marty used stamps he had left over from the last Newsletter delivery so no additional postage costs was required. Vicki will be emailing the 129 homes that have signed up for email. Documart's cost was only \$113.
- h. Susan noticed that Janie Howard's newsletter mentioned Minuteman Press as a good option for printing and mailing newsletters. Marty will be checking with them for pricing for the Sept/Oct newsletter which we will be mailing to all homes for the annual meeting and the proxy voting.
- i. Vonney motioned that the Financial Reports be approved. Dorothy seconded the motion. The Reports were approved unanimously.

## OLD BUSINESS

- a. Methods to prove membership for additional benefits
  - 1) Ken talked to Janie Howard about what businesses are looking for. He also asked Janie if she would consider running for an At Large position on the Board to assist us in business guidance. **He will follow up with Janie.**
  - 2) Janice mentioned that Janie's husband, Larry, might be a good fit for Covenants Compliance Committee since he was a contractor. **Ken will follow up to see if Larry would be interested in heading the Covenants Compliance Committee.**
  - 3) Dorothy stated there are several other realtors who own homes in our HOA area.
- b. Neighborhood Issues
  - 1) Dorothy stated a neighbor on Austin Drive told her about suspicious activity. Two young women on 8 August at 5:30 AM, dressed all in black, were walking down Paseo. One of the women commented to the other about an open window in a home. Dorothy recommended the homeowner could contact the police at the non-emergency number (provided in the Newsletter) and report the incident as suspicious activity.
  - 2) Marty reported a neighbor asked about putting in a circular driveway. Marty referred the neighbor to Dave Corrow.
  - 3) Dorothy had reported a house on Holiday Place, currently for sale, had fence posts near the front of the house. Nothing has been heard from Dave Corrow regarding this.

## NEW BUSINESS

- a. Annual Meeting
  - 1) All agreed to hold the Annual Meeting on 17 October 2020. Vonney checked with the Country Club and we do not conflict with their annual member meeting. Sandy checked with Ascension Lutheran Church about using their facilities on this date and was told that the Church is limiting indoor attendance to 10 people or less. They are holding services outdoors so **Sandy will check on the outdoor availability/limitations.**
  - 2) Vonney is still looking at the possibility of a virtual meeting via Zoom. We would need someone proficient with Zoom to provide technical support during the meeting. **Sandy will check with the Church since they are currently streaming their services.**
  - 3) Janice asked what, besides voting to the Board positions, is required to be discussed at the Annual Meeting. The consensus was the only critical item was the vote.
  - 4) Vonney stated we need to send out the ballots before the meeting. Sandy stated, per the Bylaws, we need to notify all homeowners at least 10 days before the meeting. Vonney then suggested sending out the ballots separately and, after the Annual Meeting, sending out a Newsletter that will contain the voting results.
  - 5) Due to COVID-19 restrictions, there can be three ways to vote: (1) proxy, (2) dropping off completed ballots to secure mailboxes, or (3) returning completed ballots via email. Janice suggested a fourth way for owners who cannot get out easily and are not proficient with computers: homeowners could contact a Board member for pickup of the completed ballot. All agreed to all four methods.
  - 6) **Sandy will provide a draft ballot for the next meeting.**
  - 7) Vonney reminded everyone that Board members were to be Board liaisons to committees and not necessarily head the committees.
- b. Lawyer Bill: See Old Business discussion.

## STATUS REPORTS OF STANDING COMMITTEES

- a. Social/History (Garden Club Attachment 5):
  - 1) Janice asked should we provide History books to new owners if old owners did not leave the books as requested.

- 2) Vonney stated the new owners should ask the old owners about the book. If the old owners cannot find the book, the new owners can purchase a copy for \$7.50.
  - 3) One suggestion was that we notify the realtors that the History books are available for purchase and they might want to provide their buyers with a copy.
- b. Communications: No report. Vonney commented how well Vicki was doing in getting communications out. Sandy stated Vicki could probably use help since she is in her last term.
- c. CONO
- 1) Ken stated this month's CONO Support Group Meeting, via online, will be on 13 August 2020 with the subject being Accessory Dwelling Units.
  - 2) Ken stated CONO mentioned a Good Neighbor Letter requirement for Short Term Rentals but no one was sure if this letter had to go to an HOA as well as the affected neighbors. Sandy investigated the requirements in the new ordinance and found none.
  - 3) Ken stated that CONO has advised him that Colorado Bill 201200 does not apply to voluntary HOAs.
  - 4) Ken stated the discussion of unpleasant discussions with neighbors has been postponed. CONO reported they are getting complaints about trash, yard maintenance, noise, and fire pits.
  - 5) Due to increasing mail issues, CONO may also address mailbox issues at an upcoming Support Group meeting.
- d. Covenants: No report.
- e. Safety: Sandy reported one neighbor returned a completed Firewise work form (as provided in the Newsletter). Sandy updated the Firewise web page with this information and this work put us over the required annual effort to retain our Firewise Community recognition.

Vonney motioned the meeting be adjourned. Marty seconded the motion. The meeting was adjourned at 6:40 PM.

The next regularly scheduled meeting will be: **Tuesday, 8 September 2020 at 5:30 pm, at 2847 Marilyn Road (Social distancing and masks will be used to ensure safety).**

Respectfully submitted,  
Sanford Gallof, Secretary  
**CCHOA BOARD**

**Board Positions as of Nov 2019:**

President ..... Vonney Northrop  
 Vice President . Janice Marie-Gallof  
 Treasurer..... Marty Henderson  
 Secretary..... Sandy Gallof  
 At-Large ..... Dorothy Hornby  
 At-Large ..... David Corrow.....Covenants Compliance Committee Chairperson  
 At-Large ..... Ken Francois .....CONO Representative  
 At-Large ..... Vicki Tostanoski.....Chief Information Officer - Communications

**COMMITTEES:**

- COVENANTS/ARCHITECTURE: CHAIRMAN - Dave Corrow  
MEMBERS: Dave May, Rich Northrop

- SAFETY: BOARD COORDINATOR Sandy Gallof  
MEMBERS: Bob Frye, Steve Paradis, Dave May
- HISTORY: BOARD COORDINATOR- Janice Marie-Gallof  
MEMBERS: Deb Berwick, John Potterat, Judie Werschkey
- SOCIAL/WELCOME: BOARD COORDINATOR – Janice Marie-Gallof/Dorothy Hornby (Welcome)  
SOCIAL MEMBERS: Open
- MEMBERSHIP: BOARD COORDINATOR – Marty Henderson (maintains database)  
MEMBERS: Open
- COMMUNICATIONS: BOARD COORDINATOR - Vicki Tostanoski  
MEMBERS: Susan Henderson (Newsletter),

ATTACHMENT 1

## Board Meeting Agenda 11 August 2020

1. Convene **5:30 pm**
2. Roll Call
3. Reading and Approval of Minutes of Previous Meeting
4. Approval of Financial Report
5. Old Business (matters previously introduced which have come over from the preceding meeting)
  - a) Methods to prove membership for additional benefits
  - b) Neighborhood Issues
  - c) Lawyer Bill
6. New Business
  - a) Annual Meeting
7. Status Reports of Standing (permanently established) Committees (Reports to be provided prior to Board Meeting. **Time allocated at Board Meeting only if committees have issues for Board consideration**)
  - a) Social/Welcome (Including Garden Club)
  - b) Communications
  - c) CONO
  - d) Covenants
  - e) History
  - f) Safety
8. Adjourn

**ATTACHMENT 2  
TREASURER'S REPORT: CCHOA FINANCIAL STATUS**

<b>As of July 31 2020</b>			
<b>Sources</b>	<b>Number</b>	<b>\$ Amount</b>	
2020 Dues Paid USPS	175	\$5,250.00	same as last month
2020 Dues Paid via PayPal	7	\$201.81	same as last month
2020 Dues Prorated	0	\$0.00	
2020 Dues Paid Extra	1	\$20.00	same as last month
Totals for 2020	182	\$5,471.81	
% of 314 Homes that Paid 2020 Dues	57.96%		
2021 Dues Paid USPS	0	\$0.00	
2021 Dues Paid via PayPal	0	\$0.00	
2021 Dues Paid Extra	0	\$0.00	
Totals for 2021	0	\$0.00	
% of 314 Homes that Paid 2021 Dues	0.00%		
Operating Checking Account Balance		\$13,228.99	
Commitment to Waste Connection		\$7,117.18	
History Book Fund		\$372.79	
Operating Balance		\$5,739.02	
Reserve Account Balance		\$360.80	
Total Available HOA Funds		\$6,099.82	

**ATTACHMENT 3  
TREASURER'S REPORT: RECONCILIATION Detail**

7:48 AM  
08/01/20

**Country Club Homeowners Association  
Reconciliation Detail  
US Bank - Operating, Period Ending 07/31/2020**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						15,373.55
<b>Cleared Transactions</b>						
<b>Checks and Payments - 3 items</b>						
Bill Pmt -Check	07/01/2020	EFT	Waste Connections	X	-1,413.58	-1,413.58
Bill Pmt -Check	07/05/2020	442	American Family Ins	X	-886.00	-2,299.58
Bill Pmt -Check	07/29/2020	Debit	DocuMart	X	-113.78	-2,413.36
Total Checks and Payments					-2,413.36	-2,413.36
<b>Deposits and Credits - 4 items</b>						
Deposit	07/16/2020			X	22.50	22.50
Deposit	07/16/2020			X	72.10	94.60
Deposit	07/17/2020			X	87.68	182.28
Deposit	07/19/2020			X	86.52	268.80
Total Deposits and Credits					268.80	268.80
Total Cleared Transactions					-2,144.56	-2,144.56
Cleared Balance					-2,144.56	13,228.99
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Check	03/13/2020	441	Enderson Betty		-43.26	-43.26
Total Checks and Payments					-43.26	-43.26
Total Uncleared Transactions					-43.26	-43.26
Register Balance as of 07/31/2020					-2,187.82	13,185.73
<b>New Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Bill Pmt -Check	08/01/2020	EFT	Waste Connections		-1,437.27	-1,437.27
Total Checks and Payments					-1,437.27	-1,437.27
Total New Transactions					-1,437.27	-1,437.27
<b>Ending Balance</b>					<b>-3,625.09</b>	<b>11,748.46</b>

**ATTACHMENT 4**  
**Reconciliation Summary**

7:49 AM  
08/01/20

**Country Club Homeowners Association**  
**Reconciliation Summary**  
**US Bank - Reserve, Period Ending 07/31/2020**

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	<u>Jul 31, 20</u>
Beginning Balance	360.80
Cleared Balance	360.80
Register Balance as of 07/31/2020	360.80
Ending Balance	360.80



**ATTACHMENT 5**  
**GARDEN CLUB 26 JULY 2020 MEETING NOTES**

The third meeting of the CCHOA Garden Group – the Grateful Deadheaders on July 26 at 2:00

Attendees: Barbara Schiff, Janice Gallof, Shelley Frye, Jenine Ebersohl, Juliet Hutchcraft, Heidi Spellman and Susan Henderson

We held a very successful iris exchange, thanks to the bountiful rhizomes shared by Barbara and Juliet. Those who are experienced iris growers shared hints on successful planting and maintenance of irises, including these tidbits:

- Incorporate bone meal into the soil when planting
- Plant in groups of two with bottoms facing each other (will encourage clump to be circular)
- Do not plant too deeply
- Cut back blossom stalks when done blooming but leave the green leaves
- Time to thin when middle of clump starts to die off

We also discussed some of our favorite flowers:

- Juliet talked about the beautiful flowers in Vernal, UT and shared directions for planting large flower pots, similar to those used in Vernal.
- Shelley shared about Creeping Veronica, a ground cover with beautiful blue blossoms
- Two types of roses that flourish in Colorado Springs were mentioned: William Baffin, a strain from Canada, and Rugosa roses which are very hardy and known for their rosehips.
- Grape Holly was also mentioned since it has 3 seasons of interest with Spring flowers of yellow, summer blue berries and burgundy leaves in winter. Plus it is a native plant and drought tolerant

Juliet brought materials regarding monthly planting and garden maintenance that she had received from the Broadmoor gardening club. We have three extra copies of these materials. If you were not able to attend the meeting and would like a copy, please contact Susan Henderson at [sjhenderson53@gmail.com](mailto:sjhenderson53@gmail.com) or (719) 641-1151.

Jenine brought us each a copy of the El Paso County Noxious Weed and Control Methods booklet, which contains very helpful information about the types of weeds we have encountered and methods for eliminating them. These days with so much moisture, we all seem to be encountering more and more of these weeds!

Susan mentioned a natural enhanced vinegar for eliminating weeds, which she had purchased at Sunset Gardens before they closed for the season. It is effective for killing weeds in areas that are not close to plants you want to keep.



Our next week is August 30, 2020 at 2:00 pm at Jenine Ebersohl's house, 2915 Chelton Drive. Jenine will send out information as that date gets closer.