



Country Club

Homeowners' Association

*Dedicated to building our community*

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

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## **MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 10 August 2021**

The August Board Meeting was held via Zoom. President Vonney Northrop called the meeting of the CCHOA Board to order at 5:40 PM on 10 August 2021.

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

Absent: Ken Francois.

Guest: Michael Anderson.

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 13 July 2021 were presented. Dorothy motioned that the minutes be approved. Janice seconded the motion. The minutes were approved unanimously.

### FINANCIAL REPORT (Marty Henderson):

- a. The Treasurer's Financial Reports for the period ending 31 July 2021 are provided in Attachments 2-4.
- b. The HOA has \$8,005.43 available for its use. The US Bank Operating Checking account reconciled without issues. The operating checking account balance is \$16,794.90 with \$10,649.23 reserved for Waste Connections and another \$501.02 reserved for the History Fund. Janice gave Marty \$58 in cash for the History Fund since last month.
- c. The Waste Connections bill reconciled without issue.
- d. Two more neighbors paid their 2021 dues which brings us up to 67% of the homes have paid their voluntary dues.
- e. We added 3 new trash customers this month. That brings our total up to 161, or 51%.
- f. Ken and Marty did more training before Ken's vacation including processing a trash service request. Upon Ken's return he will be added to the HOA checking accounts as a signatory.
- g. The liability insurance with American Family Insurance was accidentally paid twice. Marty sent a check in on 7/4/21 but they had not received it by 7/20, so Marty paid the \$886 via the HOA debit card. Then they received the check on 7/22 and deposited it. They will return the charge to the debit card in the next week to correct the duplicate payment.
- h. Marty reported we have \$207 left in the budget for the 'Block Party' category. The approved 2021 budget is \$600 and \$393 was spent on the book swap and ice cream social.

- i. Janice replied that was incorrect. The Ice Cream Social/Book Swap did not cost that much.
- j. Marty responded that he would be glad to research and resolve outside the board meeting as it would take a little time to get the information from Quickbooks and he doesn't want to take up time during the Board Meeting to do this.
- k. Marty, after the meeting, confirmed the approved 2021 budget is \$600 and the total spent, to date, on all social events was \$393. This included \$267 for the Ice Cream Social/Book Swap and \$126 for the Block Party announcement material.
- l. Depending on the plans for the Block Party, we might want to vote on increasing the budget to cover their expenses. For 2022 budget, Marty will create categories for each event; Block Party, Ice Cream Social, Music Event, etc. When we did the 2021 budget in November 2020, we weren't sure we would do all these social events so they are all lumped in Block Party. The Garage Sale is already broken out as a separate category as we did that in 2019.
- m. The Financial Reports approval was deferred until the Social event spending could be resolved..

### OLD BUSINESS

- a. Board Succession/Volunteer Update:
  - 1) Vonney asked Marty how Ken's training was coming as Treasurer and whether I felt he planned to assume the Treasurer position. Marty responded he felt Ken planned to become Treasurer. Vonney asked Marty what his plans are and he said he plans to run for President.
  - 2) Janice stated she will retire from the Board after her term is complete. **This leaves the Vice President position open for election.**
  - 3) Sandy stated he will give up the Secretary position after his term is complete but would like to retain his head of Safety Committee position. **This leaves the Secretary position open for election.**
  - 4) **Janice stated she would check with a Garden Club member and see if she is interested in the Secretary position. She will also check if any of the Social Committee members would be interested in stepping up to the Board.**
  - 5) Dorothy has one more year to serve in her position on the Board.
  - 6) Vicki agreed to serve one more year as Communications lead.
  - 7) **Vonney stated she will retire from the Board. This leaves the President position open for election.** Marty stated he will be running for this position.
  - 8) Dorothy is planning to meet with Kala Loptien next week to discuss Neighborhood Watch/crime issues. Fairview Circle in the last couple of months has had several auto thefts/break-ins.
  - 9) No other updates.
- b. Ice Cream Social/Book Swap Review
  - 1) Janice reported the Ice cream social/book swap seemed to be a success based on the attendance of approximately 75 neighbors, the large number of books available, and positive comments provided. See Attachment 5 for the Social Committee report.
  - 2) There were a lot of books remaining after the event and some ice cream and water bottles were part of the leftovers. Marty took the remaining books to the ARC. The ice cream and water will be saved for the next social event.
  - 3) **Vonney asked that an article discussing the Ice Cream Social/Book Swap be included in the next Newsletter.**
- c. Historic Neighborhoods Partnership
  - 1) Mike Anderson, from the Historic Neighborhoods Partnership (HNP), gave a presentation on the HNP.

- 2) He explained the mission of the HNP to be:
  - a) To bring together the older and long-established neighborhoods of Colorado Springs in a mutual effort to preserve their various architectural styles and qualities of life.
  - b) To provide a strong sense of purpose and a voice for our neighborhoods as they seek to progress and improve and engage in addressing major issues. Surveys and public meetings will enable us to gauge and thus better represent the goals and needs of our constituent neighborhoods.
  - c) Work with local governments to make and perfect master plans for these neighborhoods and put these plans into effect.
  - d) Through research, photography, publication, and zoning, we will seek to preserve the unique history and character of each neighborhood.
- 3) He explained the purpose of the HNP was to:
  - a) Work in a coordinated, collaborative manner to preserve the historic nature and character of the older and long-established neighborhoods of Colorado Springs.
  - b) Bring together the older and long-established neighborhoods within the City of Colorado Springs in a coalition to represent the interests of neighborhoods and to collectively address issues of common interest.
  - c) Provide for the sharing and exchange of information and expertise between member neighborhood organizations to enable them to achieve their goals and objectives.
  - d) Enable member neighborhood organizations to present their positions before decisions affecting their neighborhoods are made by city and county agencies and departments.
  - e) Improve the flow of information and communication between member neighborhood organizations and local governmental entities including the City of Colorado Springs, El Paso County, and the Pikes Peak Area Council of Governments.
  - f) Take an active role in working with those in local government and others in shaping Colorado Springs' future.
- 4) He also explained that CONO, under its new Director (Sarah Vaas), will only provide advice and education to homeowner organizations. It no longer will advocate for these organizations. HNP will work with neighborhood organizations and advocate their positions on neighborhood issues. CONO also appears to work mainly with Mandatory HOAs, which comprise 40% of all Colorado Springs neighborhoods.
- 5) He stated that currently the HNP members include: Bonnyville, Mesa Springs, Middles Shooks Run, Near North End, Old North End, Pleasant Valley, and the Rawles Open Space. Neighborhoods that have expressed interest in joining the HNP include: Devine Redeemer, Friendship-Crescent-Mesa, Ivywild, Patty Jewett, and Skyway.
- 6) Mike thought the benefits we could get as a neighborhood by joining the HNP would be advice/coordination between neighborhoods with similar concerns and issues, build recommended policy changes to the City, and a more united voice to City Government when it proposes changes that impacts our neighborhood. Other, more specific benefits, include: technical assistance, sharing information, safety in numbers, and having a stronger voice at City Council and Planning meetings.
- 7) Mike stated it is not HNP's purpose or intention to direct any neighborhood. Very strict restrictions, from some Historic Neighborhood Associations, can only occur in Colorado Springs Historic Neighborhood Overlays. Only one such overlay exists today and that is in a part of the Old North End. Getting an Historic Neighborhood Overlay is a very lengthy process and requires a majority of the affected homeowners approval. HNP, per Mike, is not pushing anyone to develop Historic Neighborhood Overlays.
- 8) Vonney stated she was glad to hear HNP provides advice and not direction.
- 9) HNP is currently working three main issues.

- a) ReToolCOS is working on revising City zoning code. Initially, the City only invited CONO to participate as a stakeholder, and did not involve any neighborhood associations.
    - Since CONO has a contract and receives funds from the City, HNP believes this is a potential conflict of interest.
    - ReToolCOS would allow 4-plexes in current R-2 zones as part of their planned densification of Colorado Springs.
    - ReToolCOS would allow mixed zoning in neighborhoods. It does allow, but does not discuss, Neighborhood Character Overlays.
    - Therefore, HNP has submitted a paper on ReToolCOS Neighborhood Character Overlays procedures and process to the City.
    - Mike said more information on ReToolCOS could be found at <https://coloradosprings.gov/project/retoolcos-zoning-ordinance-update>.
  - b) HNP is also working on developing alternative solutions to the Carport in Front Setback Space issue.
  - c) HNP is also working on alternative solutions to the Affordable Housing issue, rather than the proposed densification, rezoning proposal suggested by the City. Some Affordable Housing advocates are pushing for eliminating the R-1 zoning (single family housing).
- 10) Marty asked what is HNP's expectation for us to do. Mike answered HNP would like us to participate on their Board and volunteer to work on some of the committees. Marty asked how many hours were involved in this. Mike answered depends on the committee but most committees have spent up to 4 hours meeting over the last two months.
  - 11) Vonney asked how HNP could help voluntary HOAs keep their neighborhood character, while allowing Short Term Rentals (STRs). Mike replied STRs and Accessory Dwelling Units are on HNP's agenda. He added there are currently 60 active STRs in the Old North End. HNP can serve as a forum to air common concerns.
  - 12) Mike reiterated that HNP is all volunteers and any members can provide advice/recommendations. Based upon neighborhood member consensus, HNP can propose policy changes to City Government.
  - 13) Marty asked how HNP runs under normal circumstances. Mike replied HNP operates like CONO used to do under Jan Doran, all with volunteers.
  - 14) Marty asked how HNP will work with CONO. Mike replied HNP has met with CONO's new Director to discuss this. While CONO will concentrate on educating mandatory HOAs, HNP will advocate for voluntary neighborhood associations.
  - 15) After Mike left, The Board discussed joining the HNP.
    - a) Janice motioned we join HNP. Dorothy seconded the motion. All agreed. The motion passed unanimously.
    - b) Vonney asked who should be the delegate to the HNP. Sandy volunteered. The alternate delegate was TBD. Vonney will check with Steve Paradis to see if he wants to volunteer to support the HNP.

## NEW BUSINESS

- a. Planning Updates for Upcoming Social Events
  - 1) Aug 28: Block Party
    - a) The Social Committee met on 5 August 2021 to discuss the upcoming events.
    - b) Postcards (similar to the past event) to notify neighbors have already been mailed and likely received by now.
    - c) With the increase in COVID-19 cases reported due to the less than satisfactory vaccination rate and the new variant, we considered the options of having the block party: to have it as planned, to cancel, or to postpone it until mid Sept. Two members

voted to still have it as planned and two members leaned toward cancelling or postponing it.

- d) The Social Committee recommended that the Board should vote on what to do with the Block Party and the Committee would follow their decision.
  - e) Vonney stated she understood the risks but, at this point, she thinks we should go for the Block Party on 28 August.
  - f) Marty agreed with Vonney and felt that people could decide for themselves if they wanted to attend.
  - g) Vonney stated that, if the law changed to more restrictions, we could send out an email blast if we have to cancel. We could also update the posted signs announcing the Block Party if we have to cancel.
  - h) Janice asked if anyone expects a restroom to be open at the Block Party. Vonney said no.
  - i) Janice said Bill Hoover has volunteered his grill to cook the meats.
  - j) Janice said we need more canopies. We currently have one. Vonney said she could bring three.
  - k) For tables, Marty volunteered to bring three and Janice will check with Dave Corrow about additional tables. Vonney stated she has three table she could bring.
  - l) Marty suggested two Waste Connections waste containers for trash and Vonney volunteered one container for recycling water bottles and soda cans.
  - m) Janice stated she thought we have enough chairs since we recommended people bring their own chairs.
  - n) Sandy suggested Janice send out an email to all people volunteering items for the Block Party after consulting with the Social Committee as to what items are needed. This email should go out at least one week before the Party.
  - o) After the discussion, the Board voted to go forward, at this time, with the Block Party.
  - p) Vicki suggested having hand sanitizers available at the Party.
- 2) Sep 11: Outdoor Music Event
    - a) Janice stated the Social Committee has not yet started the planning for the Music Event.
    - b) Janice plans to check with Bill Hoover regarding a musician he knows who might be available.
    - c) Vonney stated she would check with Steve Paradis regarding a band he knows.
  - 3) Funding: Vicki motioned to add \$400 to the Social Event budget. Marty seconded the motion. The motion passed unanimously.
- b. Annual Homeowners Meeting (Date, Location, Agenda, Slate of candidates): Deferred to next Board Meeting.

#### STATUS REPORTS OF STANDING COMMITTEES

- a. Social/Welcome/History
  - 1) Deferred to next Board Meeting.
- b. Communications: Nothing to report.
- c. CONO: Nothing to report.
- d. Covenants: Nothing to report.
- e. Safety:
  - 1) Sandy reported two cars were reported stolen on Fairview Circle 5 August. Kala Loptien is interested in forming a Neighborhood Watch for Fairview Circle area since this is the second incident in two months.

- 2) A neighbor on Austin Drive reported a suspicious black Jeep Wrangler following a UPS truck making deliveries on Austin. The UPS driver indicated he had seen this car before. It may have been a porch pirate looking for packages to steal.
- 3) Marty reported a car pulled into his driveway at 4:27 4 August and checked out his car before pulling away.

Marty motioned the meeting be adjourned. Vicki seconded the motion. The meeting was adjourned at 7:45 PM.

The next regularly scheduled meeting will be: **Tuesday, 14 September 2021 at 5:30 pm.** The next meeting will be via Zoom.

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

**Board Positions as of Nov 2020:**

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

**COMMITTEES:**

- COVENANTS/ARCHITECTURE: CHAIRMAN - Open  
MEMBERS: Dave May, Rich Northrop
- SAFETY: BOARD COORDINATOR Sandy Gallof  
MEMBERS: Bob Frye, Steve Paradis, Dave May
- HISTORY: BOARD COORDINATOR- Janice Marie-Gallof  
MEMBERS: John Potterat, Judie Werschkey
- SOCIAL/WELCOME: BOARD COORDINATOR – Janice Marie-Gallof/Dorothy Hornby (Welcome)  
SOCIAL MEMBERS: Susan Henderson, Bill Hoover, Kala Loptien, Amanda Schneider
- MEMBERSHIP: BOARD COORDINATOR – Marty Henderson (maintains database)  
MEMBERS: Open
- COMMUNICATIONS: BOARD COORDINATOR - Vicki Tostanoski  
MEMBERS: Susan Henderson (Newsletter),

**ATTACHMENT 1  
BOARD MEETING AGENDA  
10 AUGUST 2021**

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. Board Succession/Volunteers Update
  - b. Book Swap and Ice Cream Social Review
  - c. Historic Neighborhoods Partnership
6. New Business
  - a. Planning Updates for Upcoming Social Events
    - 1) Aug 28: Block Party
    - 2) Sep 11: Outdoor Music Event
  - b. Annual Homeowners Meeting (Date, Location, Agenda, Slate of candidates)
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
  - 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 2021</b>			
<b>Sources</b>	<b>Number</b>	<b>\$ Amount</b>	
2021 Dues Paid USPS	203	\$6,090.00	2 more than last month
2021 Dues Paid via PayPal	6	\$172.98	Same as last month
2021 Dues Prorated	0	\$0.00	
2021 Dues Paid Extra	1	\$89.16	Same as last month
2021 Dues Paid Extra	1	\$3.47	
Totals for 2021	209	\$6,355.61	
% of 314 Homes that Paid 2021 Dues	66.56%		
2022 Dues Paid USPS	0	\$0.00	
2022 Dues Paid via PayPal	0	\$0.00	
2022 Dues Paid Extra	0	\$0.00	
Totals for 2022	0	\$0.00	
% of 314 Homes that Paid 2022 Dues	0.00%		
Number of Trash Customers	161		3 more than last month
% of 314 Homes that have signed up for trash	51.27%		
Operating Checking Account Balance		\$16,794.90	
Commitment to Waste Connection		\$10,649.23	
History Book Fund		\$501.04	\$58 more than last month
Operating Balance		\$5,644.63	
Reserve Account Balance		\$2,360.80	
Total Available HOA Funds		\$8,005.43	
Duplicate Insurance Payment		\$886.00	
Available Funds once payment is received		\$8,891.43	



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

8:17 AM  
08/02/21

**Country Club Homeowners Association  
Reconciliation Detail  
US Bank - Operating, Period Ending 07/31/2021**

Type	Date	Num	Name	Cir	Amount	Balance
<b>Beginning Balance</b>						20,896.40
<b>Cleared Transactions</b>						
<b>Checks and Payments - 8 items</b>						
Check	06/24/2021	449	Northrop Richard D	X	-45.31	-45.31
Bill Pmt -Check	07/04/2021	EFT	Waste Connections	X	-2,051.64	-2,096.95
Check	07/04/2021	452	American Family Ins	X	-886.00	-2,982.95
Check	07/04/2021	453	Waste Connections	X	-332.25	-3,315.20
Check	07/04/2021	450	Schneider Amanda	X	-147.16	-3,462.36
Check	07/04/2021	451	Marty Henderson	X	-10.81	-3,473.17
Check	07/12/2021	454	Henderson Martin G	X	-65.91	-3,539.08
Check	07/20/2021	Debit	American Family Ins	X	-886.00	-4,425.08
Total Checks and Payments					-4,425.08	-4,425.08
<b>Deposits and Credits - 4 items</b>						
Deposit	07/09/2021			X	107.77	107.77
Deposit	07/14/2021			X	58.00	165.77
Deposit	07/20/2021			X	119.16	284.93
Deposit	07/27/2021			X	38.65	323.58
Total Deposits and Credits					323.58	323.58
Total Cleared Transactions					-4,101.50	-4,101.50
Cleared Balance					-4,101.50	16,794.90
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 2 items</b>						
Check	07/26/2021	455	Schneider Amanda		-125.91	-125.91
Check	07/26/2021	456	Gallof Sanford		-54.40	-180.31
Total Checks and Payments					-180.31	-180.31
<b>Deposits and Credits - 1 item</b>						
Deposit	07/31/2021				74.30	74.30
Total Deposits and Credits					74.30	74.30
Total Uncleared Transactions					-106.01	-106.01
Register Balance as of 07/31/2021					-4,207.51	16,688.89
<b>Ending Balance</b>					<b>-4,207.51</b>	<b>16,688.89</b>

**ATTACHMENT 4**  
**Reconciliation Summary - Reserve**

8:01 AM  
08/02/21

**Country Club Homeowners Association**  
**Reconciliation Summary**  
**US Bank - Reserve, Period Ending 07/31/2021**

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	<u>Jul 31, 21</u>
<b>Beginning Balance</b>	2,360.80
<b>Cleared Balance</b>	2,360.80
<b>Register Balance as of 07/31/2021</b>	2,360.80
<b>Ending Balance</b>	2,360.80

**ATTACHMENT 5  
SOCIAL COMMITTEE REPORT**

The Ice cream social/book swap seemed to be a success based on the attendance of approximately 75 neighbors, the large number of books available, and positive comments provided.

There were a lot of books remaining after the event and some ice cream and water bottles were part of the leftovers. The remaining books will be donated. The ice cream and water will be saved for the next social event.

The social team members all certainly contributed to making this event a success.

On August 5 the committee met to discuss the 8/28 Block party. Postcards (similar to the past event) to notify neighbors have already been mailed and likely received by now.

Most of our meeting was spent discussing the continual threat of COVID-19. With the increase in cases reported due to the less than satisfactory vaccination rate and the new variant, we considered the options of having the block party: to have it as planned, to cancel, or to postpone it until mid Sept. Two members voted to still have it as planned and two members leaned toward cancelling or postponing it.

We all agreed that the Board should vote on 8/10 on what to do with the Block Party and we would follow their decision.