



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

www.countryclubestateshoa.org

## **MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 13 February 2018**

President Steve Paradis called the meeting of the CCHOA Board to order at 5:40 PM on 13 February 2018 at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909.

Present: John Cunning, Sandy Gallof, Janice Marie-Gallof, Hayden Gregory, Marty Henderson, Anne Hudnall, Steve Paradis, Vicki Tostanoski. Absent: Dave May.

Guest: Dorothy Hornby

The agenda for this meeting is provided in Attachment 1.

### MINUTES of the PREVIOUS MEETING:

- a. The minutes of the previous regular Board meeting held on 9 January 2018 were presented. Janice motioned that the minutes be approved. Vickie seconded the motion. The minutes were approved unanimously.
- b. The minutes of the special Board meeting held on 13 January 2018 were read. Vicki motioned that the minutes be approved. Janice seconded the motion. The minutes were approved unanimously.

### FINANCIAL REPORT (Marty Henderson):

- a. The Treasurer's Financial Statements for the period ending 31 January 2018 are provided in Attachments 2 and 3. Marty also distributed a spreadsheet showing dues payments to date (Attachment 4).
- b. Vicki motioned to approve the financial report. Janice seconded the motion. All approved
- c. Marty reported that PayPal has a credit card swipe device available for free. There is a small fee per credit card swipe.
- d. Dorothy stated that one person asked her how they will know if their dues have been paid. Marty replied the credit card statement or deposited check are the preferred proofs of payment. Any other method would entail a lot of work on his part. Marty also stated that if anyone has a question about dues received or due, they should contact him.

### CONO REPORT (John Cunning):

- a. There was no formal CONO meeting in January 2018 so no formal report was done.
- b. Next CONO meeting scheduled for 14 March 2018.
- c. CONO is reorganizing. Sara Poe will send out e-mails on CONO updates.
- d. The HOA has paid its CONO dues for 2018.
- e. John stated that CONO will now charge a fee, amount unknown at this time, for attendance at roundtable meetings. Marty asked what will be discussed at these roundtable meetings. John replied it is not yet known what the subjects will be at these meetings.

#### HISTORY COMMITTEES (Janice Marie-Gallof):

- a. Report for 30 Jan 2018 meeting provided as Attachment 5
- b. Steve stated we need to capture the knowledge of our neighborhood now since many of our neighbors are in their 80s or older.
- c. Janice stated the History Committee has developed a Release form for interviewee signature so we can publish obtained interview information. **Steve will review the form and possibly send it out to counsel for legal review.**
- d. Vicki stated that pictures of interviewed people would be useful for the newsletter.
- e. Janice stated the History Committee has a list of people who have lived in the HOA area for 40-60 years. **Marty said he would check the database for older neighbors and send that information to Janice.**
- f. Janice asked if we should interview people outside of the current HOA area. Steve said we should, for now, concentrate on our current HOA area. Janice replied that John Potterat knows a lot of doctors in the area surrounding our neighborhood. Steve replied that John can interview them so long as it doesn't interfere with the other interviews.

#### WELCOME COMMITTEE (Anne Hudnall)

- a. Report provided as Attachment 6.

#### MEMBERSHIP COMMITTEE ((Steve Paradis)

- a. No report

#### COVENANTS COMMITTEE (Dave May)

- a. Now that the Covenants Draft has been edited per inputs from the last Covenants Committee meeting, it is ready for review and vote of approval by the CCHOA Board of Directors. We will then send it to an attorney for review. Therefore, we are putting the Covenants Committee on standby until that review is complete.

#### SAFETY COMMITTEE (Open)

- a. No report

#### SOCIAL COMMITTEE (Open)

- a. No report

#### OLD BUSINESS

- a. Trash Service: Steve needs someone to negotiate with Bestway and Springs Waste.
  - 1) Hayden has talked to the Bestway owner who stated they already have 70% of our neighborhood as customers.
  - 2) Hayden and Marty volunteered to negotiate with Bestway.

- 3) Steve said if we can cut garbage collection rates in half, most homeowners will agree to switch to the new service provider.
  - 4) Steve will send available Garbage service information to Hayden and Marty.
- b. Snow Angels: It was agreed to defer discussion of this program until the Annual Homeowners Meeting.
  - c. Colorado Springs Charter Academy: Marty has reached out to the new Principal but no meeting time has been set up. Any date after 1 March 2018 will be okay for Marty.
    - 1) John asked what the issue was with the Academy. Steve replied it was the drop-off/pickup and neighborhood traffic.
    - 2) John believed that the Academy has already done a lot to mitigate the drop-off/pickup traffic.
    - 3) Steve reiterated we are just trying to be good neighbors, introduce ourselves to the new Principal, and find out what the Academy has planned with regard to traffic and other potential impacts to our neighborhood.
    - 4) John stated Jerry Johnson told him the city will be putting in curbs on Chelton Road and this could further mitigate some of the traffic issues.
  - d. HOA Facebook page: Vicki stated that her daughter, Teddi, has agreed to do the Facebook page. Steve will notify Steve Dickey of this change.

#### NEW BUSINESS

- a. Steve reiterated that if we do not do Social and Communications well, the rest of our work will not matter.
- b. Social
  - 1) Social Committee Chairperson: Still not filled. Tom Waugh is working on identifying potential candidates.
  - 2) Block Party:
    - a) The Block Party will be 28 July.
    - b) Steve asked all Board members to think of pro/cons of locations for the Block Party. Locations mentioned included:
      - i. Marilyn Place
      - ii. Marilyn Road between Grandview and Holiday
      - iii. The Ascension Lutheran Church
      - iv. The Colorado Springs Charter Academy (parking lot/playground)
  - 3) Fire Mitigation Meeting Social/Raffle:
    - a) The Fire Mitigation Meeting will be 24 March. The Colorado Springs Fire Department (Jeremy Taylor) has confirmed this date.
    - b) The Social will be from 9:00-9:45 AM.
    - c) The presentation will be from 9:45-10:45 AM.
    - d) Jeremy Taylor will provide three 72-hour emergency kits for the meeting.
    - e) 30 April -4 May 2018 will be the Wood Chipping collection week.
    - f) Ten days prior to the start of chipping collection, the Fire Department will place signs in the neighborhood announcing the collection.

- g) Vicki asked if we can tell the Fire Department where to place the signs. Steve said we should talk to Jeremy about this.
  - h) Janice asked if the Church has more round tables for the Social. Steve replied they do not.
  - i) Steve reminded everyone there will be a presentation of the Champions Award to our HOA on 1 March 2018 by the Colorado Springs Fire Department. It will be at 9:00 AM at the Fire Department Headquarters at Printers Parkway.
- c. Communications
- 1) Social Communications support:
    - j) Fire Mitigation Meeting announcement: Vicki will send out an E-mail blast notifying the HOA Owners of the Fire Mitigation Meeting.
    - k) Jeremy Taylor will notify the homeowners on the east side of North Chelton Road about the Fire Mitigation Meeting.
  - 2) Newsletter
    - a) Steve does not have the time to develop the newsletters but volunteered to print them.
    - b) Steve said we need to articulate what we are doing.
    - c) The newsletter should go out three times a year.
    - d) Steve has tried to reach out to Linda Kittiel about becoming the Newsletter editor but he has not yet heard back from her.
    - e) Marty volunteered his wife, Susan, to be the editor if Linda does not want to pick up this activity.
    - f) Steve stated Vicki will format the Newsletter.
    - g) Sandy will send Steve the George Sweanor interview and Public Release form for review.
    - h) The first Newsletter this year will address the Fire Mitigation Meeting, a Dues ask, the Covenants, directions on how to access and use the HOA Website, and a Calendar of upcoming events.
  - 3) E-Mail Blast: No discussion.
  - 4) Welcome Package: Steve said the Welcome Package needs to be completed. Anne has about one half of it now.
- d. Covenants/Governing Documents
- 1) Final Review/Vote: Given no received changes, the draft Covenants, as written and distributed, were approved.
  - 2) Steve stated that two problems exist in our area, fences and trailers.
  - 3) Steve stated that the home is the biggest asset for lots of people and we need to maintain the home values in our neighborhood. One way to do this is placing Recreational Vehicles behind fences or walls or placing them in storage facilities outside the area. Once a vehicle is in a storage facility, it becomes the responsibility of the storage facility owner to ensure its safety/security.
  - 4) About one dozen homeowners in the HOA area have Recreational Vehicles.

- 5) Anne asked for a copy of the current approved Covenants. Steve agreed to provide the existing Covenants applicable to her lot.
- 6) Steve stated that once Covenants are approved, it is hard to change/modify them.
- 7) Steve also stated, until the draft Covenants are approved by the HOA Owners, issues resolution is a neighbor to neighbor responsibility.
- 8) Legal Counsel: When Dave gets back from vacation, he will go to legal counsel with the documents for review. The legal counsel will be Orton, Cavanagh & Holmes.

The meeting was adjourned at 7:15 PM.

The next regularly scheduled meeting will be: **Tues, 13 March 2018 at 5:30 pm at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909. The meeting will concentrate on social events and communications. This shall include planning for the Block Party and finalizing plans for the Fire Mitigation Social.**

Respectfully submitted,  
Sanford Gallof, Secretary

**CCHOA BOARD**

**Board Positions as of Nov 2017:**

- President ..... Steve Paradis
- Vice President . Janice Marie-Gallof
- Treasurer..... Marty Henderson
- Secretary ..... Sandy Gallof
- Chairman Architectural Control Committee (open) (Committee presently merged with Covenants for time being)**
- At-Large ..... Hayden Gregory.....Assistant Treasurer
- At-Large ..... John Cuning .....CONO Representative
- At-Large ..... Dave May .....Covenants
- At-Large ..... (open).....Safety Committee**
- At-Large ..... Vicki Tostanoski.....Chief Information Officer - Communications
- At-Large ..... (open).....Social Committee**
- At-Large .....Anne Hudnall.....Welcome Committee

**COMMITTEES:**

- **COVENANTS/ARCHITECTURE:** BOARD COORDINATOR - Dave May  
MEMBERS: Peter Ashby, David Corrow, Ivan Davidson, Sandy Gallof, Eugenia Nelson, Vonney Northrop, Curt Torrence, Bob Werschky
- **SAFETY: BOARD COORDINATOR - OPEN**  
MEMBERS: Butch Bancroft, Sandy Gallof, Marty Henderson, Joe Adducci
- **WELCOME:** BOARD COORDINATOR – Anne Hudnall  
MEMBERS: Deb Berwick, Janice Marie-Gallof, Mary Corrow, Grace Yenne, Dorothy Hornby
- **HISTORY:** BOARD COORDINATOR- Janice Marie-Gallof  
MEMBERS: Mary Corrow, Deb Berwick, John Potterat, Judie Werschkey

- **SOCIAL: CHAIRPERSON - OPEN**  
SOCIAL MEMBERS: Patty Pettus, Michelle Secor, Eugenia Nelson
- MEMBERSHIP: BOARD COORDINATOR – Marty Henderson (maintains database)  
MEMBERS: Bruce Hanson, Susan Henderson, Dorothy Hornby, Kim Lieder, Mary Masters
- COMMUNICATIONS: BOARD COORDINATOR - Vicki Tostanoski  
MEMBERS: Susan Bancroft
- CONO: BOARD COORDINATOR - John Cunning  
MEMBERS: **It was suggested Board members should rotate attendance**

# ATTACHMENT 1 – AGENDA FOR THE MEETING

## Board Meeting Agenda

13 Feb 2018

Ascension Lutheran Church, 2505 North Circle Drive,  
Colorado Springs, CO 80909

1. Convene **5:30 pm**
2. Roll Call
3. Reading and Approval of Minutes of Previous Meeting
4. Approval of Financial Report
5. 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) Communications
  - b) CONO
  - c) Covenants/Architecture – No Change/No Report
  - d) History – Report Provided
  - e) Welcome – Report Provided
6. Old Business (matters previously introduced which have come over from the preceding meeting)
  - a) Garbage Service
  - b) Snow Angel E-mail Blast
  - c) Colorado Springs Charter Academy
  - d) HOA Facebook Page
7. New Business (matters initiated in the present meeting)
  - a) Social
    - 1) Social Committee Chairperson
    - 2) Block Party
    - 3) Fire Mitigation Meeting Social/Raffle

- b) Communications
    - 1) Social Communications support
    - 2) Fire Mitigation Meeting Announcement
    - 3) Newsletter
    - 4) E-Mail Blast asking for volunteers
      - a. Social
      - b. Communications
      - c. Safety
      - d. Membership
  - c) Covenants/Governing Documents
    - 1) Final review/vote
    - 2) Legal counsel
8. Adjourn



# ATTACHMENT 2

## TREASURER'S REPORT: RECONCILIATION SUMMARY

9:15 AM  
02/01/18

### Country Club Homeowners Association Reconciliation Summary US Bank - Operating, Period Ending 01/31/2018

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	<u>Jan 31, 18</u>
Beginning Balance	4,133.61
Cleared Transactions	
Checks and Payments - 7 items	-599.54
Deposits and Credits - 8 items	933.96
	<u>334.42</u>
Total Cleared Transactions	
Cleared Balance	<u><u>4,468.03</u></u>
Register Balance as of 01/31/2018	4,468.03
Ending Balance	4,468.03

# ATTACHMENT 3 TREASURER'S REPORT: RECONCILIATION SUMMARY - RESERVES

7:40 PM  
02/06/18

## Country Club Homeowners Association Reconciliation Summary US Bank - Reserve, Period Ending 01/31/2018

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	Jan 31, 18	
Beginning Balance	0.00	
Cleared Transactions		
Deposits and Credits - 4 items	<u>522.71</u>	
Total Cleared Transactions	<u>522.71</u>	
Cleared Balance		<u><b>522.71</b></u>
Register Balance as of 01/31/2018		522.71
New Transactions		
Deposits and Credits - 1 item	<u>14.88</u>	
Total New Transactions	<u>14.88</u>	
Ending Balance		<u><u><b>537.59</b></u></u>

## ATTACHMENT 4 TREASURER'S REPORT: DUES COLLECTION

Sources	Number	\$ Amount	
2018 Dues paid in 2017	7	\$210.00	
2018 Dues paid via PayPal with credit card	11	\$317.13	Fee of \$1.17 per transaction
2018 Dues Paid via PayPal via checking account	1	\$30.00	No transaction fee
2018 Dues Paid via USPS	16	\$480.00	
<b>Totals for 2018</b>	<b>35</b>	<b>\$1,037.13</b>	
% of 317 Homes that Paid 2018 Dues	11.04%		

2019 Dues Paid USPS	1	\$30.00
<b>Totals for 2019</b>	<b>1</b>	<b>\$30.00</b>
<b>Total Dues received in 2018</b>	<b>36</b>	<b>\$1,067.13</b>

# ATTACHMENT 5

## HISTORY COMMITTEE REPORT

CCHOA History Committee

Minutes of the committee Meeting Jan. 30 2018 at 6 p.m. at 2817 Marilyn Rd.

Present: Janice Marie-Gallof, Chair, Deb Berwick, Mary Corrow, John Potterat

Absent: Judie Werschky

1. Actions taken:

Deb agreed to interview: Sam Blattspieler @ 3010 Marilyn Rd. and Ed Hayes (in a second attempt to gain more information) at 3033 Leslie Ln. She will try a 3<sup>rd</sup> time to contact Alice Michaelis @ 2610 Holiday Ln to interview her.

John will interview: Will Perkins, John Cunning @ 2750 N. Chelton Rd., William McCotter @ 2924 Country Club Dr., Ron Solomon @ 3203 Paseo Rd. He also volunteered his wife, Susan, to talk with the Walkers @ 3004 Leslie Dr. about the previous owners of their house. John has already interviewed Barbara and Melba Cimino @ 2912 Country Club Dr. and will send us the report.

Janice will interview Nance McCullough @ 2923 Highland Dr.

We agreed that: Sandra Radford @ 2824 Marilyn Rd. needed to be interviewed with Lori Waugh's assistance since Sandra is very hard of hearing. Additionally, Jeff Fowler @ Grandview Ln. should be interviewed since his parents were longtime residents of the HOA.

Mary will search for an example of a "release" letter which would indicate that the information we gained from them as evidenced in the written report of the interview is approved by them for HOA members and public consumption. The Interviewee's signature would be acquired when we provide them with a copy of the written interview.

We agreed that the three best questions to ask the interviewees were:

Why did they move to this area?

What significant events, fun or otherwise, do they remember during their residing here?

What has kept them living in this area?

In addition, we should ask if they have any pictures of the neighborhood, their house, etc. that we may borrow to make copies for publishing.

In order to promote the history project at the 3/17/18 HOA meeting we decided to display photos of the area taken in 1902, 1947, 1960, and 1962. Janice will provide the photo display for this event.

Discussion:

John suggested that the history project publication should emphasize in the introduction that a majority of the original homeowners were small business owners and entrepreneurs in comparison to those homeowners of the Broadmoor or Old North End areas.

Meeting adjourned at 8:15 p.m.

# ATTACHMENT 6

## WELCOME COMMITTEE REPORT

### Welcome Committee Report 13 February 2018

I obtained letters and magnets from Deb Berwick. I also addressed envelopes.

Four members planned to do canvassing Jan 21st, but weather was prohibitive. Shari Walker, Mary Masters, Dorothy Hornby and I, instead, had a Committee meeting at my home.

It was a good opportunity for all to get better acquainted and exchange ideas. Shari volunteered to make cookies to give new neighbors as a welcoming touch in addition to the letters and magnets. Dorothy suggested a small plant for a gift. Also, she thought a paper on the area background would be helpful. Mary said she had originally gotten a list of neighbors' names and numbers (maybe from a block captain?) that made her feel welcomed.

The only concern for cookies and plants is to keep them in the budget. They are very welcoming gestures though.

We let Dorothy know there is a neighborhood site that folks can access which is a great reference for restaurants, businesses and neighborhood events (<https://nextdoor.com/neighborhood/feed/>). It may be nice to have an additional quick business reference on paper to present new neighbors as well - and with a few history facts. (History Committee?)

Regarding Mary's listing of all names/numbers; guess we'd have to proceed carefully with getting everyone's permission. How has this been done before? Are we at liberty to distribute phone numbers? Sandy Gallof, on 27 Jan 2018, provided me spreadsheets with all owners and addresses by street.

Dorothy and I walked 12-1:00 PM 3 Feb and Jen Williamson and I walked from 1:00-2:00 PM. We canvased Marilyn, Country Club and a chunk of Austin.

A couple folks we were able to talk to indicated they would be very appreciative if they could obtain a confirmation notice of their dues being received. (And the dates it covered until renewal was due again) Some said they had already paid but that was back last April. Marty Henderson was queried and will work out a proposed methodology for presentation to the Board.

Seems we had maybe a 39% success rate of catching folks at home and talking today. I really appreciate Dorothy and Jen's knowledge & energy. We met some great new neighbors and happened across plenty of long timers.

Homes visited:  
Marilyn Rd  
2717-not available

2724-left info with son in law  
2736- not available  
2906-Mandy-paid last Summer  
2909- not available  
2911 Marilyn Pl-Joanne sent dues last May  
Austin Drive  
3215-Betty-not home  
3218-Mitchell & Rebecca Shift-were previously welcomed  
3223- not available  
Country Club Dr  
2801-reattempt-left info on porch  
2842-Jeanna  
3023- not available  
Fairview Cir  
2521-vacant  
Bennett Ave  
2516-Dorothy contacted

Anne Hudnall  
Welcome Committee