



Country Club

Homeowners' Association

Dedicated to the protection

quality of neighborhood living

www.countryclubestateshoa.org

MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 12 Mar 2019

President Steve Paradis called the meeting of the CCHOA Board to order at 5:45 PM on 12 March 2019 at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909.

Present: Steve Paradis, Janice Marie-Gallof, Sandy Gallof, Dorothy Hornby, Marty Henderson, Dave May, and Vonney Northrop,. Absent: Vicki Tostanoski and David Corrow,.

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 12 February 2019 were presented. Janice motioned that the minutes be approved as amended. Vonney seconded the motion. The minutes were approved unanimously.

FINANCIAL REPORT (Marty Henderson):

- a. The Treasurer's Financial Statements for the period ending 28 February 2019 are provided in Attachments 2 through 4
- b. Dorothy motioned that the Financial Report be approved. Dave seconded the motion. The Financial Report was approved unanimously.
- c. Marty reported approximately 221 homeowners received the newsletter via mail.
- d. Marty reported Waste Connections dropped off to him door hangers advertising one-month free service and discounted neighborhood rates for new subscribers.
- e. Janice asked how was Waste Connections handling plastic since China is no longer taking plastic. **Marty will check.**

OLD BUSINESS

- a. New Covenant Recording
 - 1) **Steve and Sandy will go to the Clerk and Records Office to file the Covenants next week**
- b. Committee Volunteers/Members
 - 1) No updates.
- c. Operating Instructions Approval
 - 1) Vonney provided several comments on the Operating Instructions.
 - 2) **Sandy will, based on comments received, update the Operating Instructions and send the updated document out to the Board.**
 - 3) **The approval of the Operating Instructions was deferred until the April Board meeting.**

d. Database Updates

- 1) Marty reported four newsletters were returned even though the names and addresses matched the Assessor's web page information. Marty will create a new database column to track the return data.
- 2) Marty contacted the Assessor's office and they stated that, if tax bills are returned as wrong addresses, they place a lien on the property. Therefore, it behooves all owners to ensure the Assessor's office has their correct mailing address.

e. History Update

- 1) Steve will provide his comments to Janice on the HOA history section.
- 2) Janice reported she is waiting for the completion of the City directory-related history information.
- 3) Janice will invite Steve to the next History Committee meeting to discuss the way ahead for publishing the History document.
- 4) Vonney asked if the Colorado Springs Historical Society might have some funds or be aware of where funds might be available for publishing a document like the History document. Janice will check.
- 5) Janice asked if people will have to be HOA members to get the History Book. This led to a discussion of public versus Member sections of the Web page. A decision was deferred to the April 2019 Board meeting.

NEW BUSINESS

a. Social Activities:

- 1) Everyone agreed that we stay the course and concentrate on the Block parties and Garage Sale.
- 2) All agreed to have a Block Party on 22 June 2019 starting at 3:00 PM (like last year). All agreed to a second Block party on 27 July 2019, after the Garage Sale event. Steve will send a picture taken at last year's party for the next Newsletter.
- 3) Dorothy checked with Jennifer Williamson, Audubon School PTA, to see if and when they will be having a Garage Sale. They are not planning a Garage Sale this year.
- 4) The Ascension Lutheran Church is already planning a Garage Sale for 23 March 2019.
- 5) Marty suggested and all agreed to hold the Neighborhood Garage Sale on 26-27 July 2019 from 8 AM to 3 PM.
- 6) We will look into the possibility of having a paper shredder and Waste Connection dumpsters available for disposal of paper and other items. This will make the Garage Sale a part of an overall Neighborhood Cleanup event.
- 7) Vonney stated that, if we have a trailer at the Garage Sale, someone must be there to monitor that only approved items are put into the trailer. We would need to develop a list of what the trailer will take. The alternative would be either the ARC or Goodwill could come by for pickups in the neighborhood.
- 8) Steve asked do we really need a trailer. All agreed to cancel the trailer.
- 9) Vonney will take the lead in developing a flyer for the Garage Sale. Vonney suggested the Action Plan for the flyer should include both Block parties and the Garage Sale. We should also look at Craigslist and Nextdoor.com as well as signs for the garage sale.
- 10) Steve suggested using more social media. Dorothy stated that Susan Hoover was willing to work on the HOA Facebook page.

- 11) **The Welcome package discussion was deferred to the April 2019 Board meeting.**
- b. Safety Activities
 - 1) Fire Mitigation/Safety Meeting
 - a) Janice stated there must be some reasons why attendance was so low. Steve stated that excluding the Board, only 3-4 homes were represented.
 - b) Janice suggested combining a 15-minute guest presentation with social events.
 - c) Vonney suggested having different Board members take the lead at some events so it is not always the same person leading the event.
 - d) **Steve stated he will look into having a second round of chipping for the neighborhood later in the year.**
 - e) **If there are wildfires again this year, we will call a quick fire mitigation/evacuation planning meeting.**
 - 2) Snow Angels Program
 - a) Marty stated there was an issue in communicating what we can do. We announced the program without having volunteers signed up. This left the Board having to respond when people stating they needed help in clearing driveways and sidewalks.
 - b) Steve stated we do not want to create dependency.
 - c) Sandy stated that many landscaping companies offer snow removal services during the winter.
 - d) Steve suggested Corporate sponsorship that would allow advertising on our web page. In 2018-09, the HOA raised approximately \$1800 via Corporate sponsors. **Steve and Marty will look into setting up a Corporate sponsorship process.**
- c. Membership Activities
 - 1) Marty reports dues are coming in slowly.
 - 2) **Vonney suggested a dues request as part of the Block party announcements.**
 - 3) Dave wondered if people are questioning what they are getting for their dues. Sandy stated the Operating instructions include what the dues provide for.
 - 4) Steve asked Marty if we have paid our dues to CONO this year. Marty replied we had not. **Steve recommended we pay the annual dues.**
 - 5) Steve stated we need to be organized to confront issues as they arise.
 - 6) Sandy reported he provided a homeowner a letter to DISH Network stating their less than one-meter satellite dish was allowed in the HOA area without needing HOA approval so long as the antenna location did not exceed the ridgeline of the roof. DISH Network had requested his letter before installation.

The meeting was adjourned at 7:10 PM.

The next regularly scheduled meeting will be: **Tues, 9 April 2019 at 5:30 pm at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909.**

Respectfully submitted,
Sanford Gallof, Secretary
CCHOA BOARD

Board Positions as of Nov 2018:

President Steve Paradis
Vice President ..Janice Marie-Gallof
Treasurer..... Marty Henderson
Secretary..... Sandy Gallof
At-Large Hayden Gregory.....Assistant Treasurer
At-Large Dorothy Hornby
At-Large David Corrow
At-Large Dave May.....Covenants
At-Large Vicki Tostanoski.....Chief Information Officer - Communications
At-Large Vonney Northrop

COMMITTEES:

- COVENANTS/ARCHITECTURE: BOARD COORDINATOR - Dave Corrow
MEMBERS: **Open**
- SAFETY: BOARD COORDINATOR – Dave May
MEMBERS: **Open**
- 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
- CONO: BOARD COORDINATOR - **Open**

ATTACHMENT 1 – BOARD MEETING AGENDA
12 March 2019
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. Old Business (matters previously introduced which have come over from the preceding meeting)
 - a) Fire Mitigation/Safety Meeting
 - b) New Covenants Recording
 - c) Committee Volunteers/Members
 - d) Operating Instructions Approval
 - e) Database Updates
 - f) History Update
6. New Business
 - a) Social Activities
 - 1) Garage Sale
 - 2) Block Party
 - b) Safety Activities
 - c) Membership Activities
7. Adjourn

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

As of February 28 2019			
Sources	Number	\$ Amount	
2019 Dues Paid USPS	79	\$2,370.00	2 more since previous month
2019 Dues Paid via PayPal	3	\$86.49	Fee of \$1.17 per transaction
2019 Dues Paid Extra	0	\$14.00	
Totals for 2019	82	\$2,470.49	
% of 315 Homes that Paid 2019 Dues	26.03%		
2020 Dues Paid USPS	0	\$0.00	
2020 Dues Paid via PayPal	0	\$0.00	
Totals for 2020	0	\$0.00	
% of 315 Homes that Paid 2020 Dues	0.00%		
Operating Checking Account Balance		\$11,018.98	
Commitment to Waste Connection		\$9,441.50	
Operating Balance		\$1,577.48	
Reserve Account Balance		\$360.80	
Total Available HOA Funds		\$1,938.28	

ATTACHMENT 3
TREASURER'S REPORT: PROFIT/LOSS REPORT JAN 2018

12:27 PM

03/01/19

Accrual Basis

Country Club Homeowners Association

Profit & Loss

February 2019

	Feb 19
Income	
HOA Dues Income	
Dues 2019-12/31	60.00
Total HOA Dues Income	60.00
Total Income	60.00
Gross Profit	60.00
Expense	
Communications	
Newsletter	157.00
Total Communications	157.00
Total Expense	157.00
Net Income	-97.00

ATTACHMENT 4

TRASH BALANCE REPORT

12:28 PM
03/01/19
Cash Basis

Country Club Homeowners Association Trash Service Balance January 2018 through February 2019

	Jan '18 -Feb 19
Income	
Trash Service	
Extra Bin 2019	270.00
Packout Service 2019	540.00
Recycle Service 2019	3,456.00
Trash Service 2019	7,008.00
Total Trash Service	11,274.00
Total Income	11,274.00
Gross Profit	11,274.00
Expense	
HOA Trash Service	
HOA Extra Bin 2019	45.00
HOA Packout 2019	82.50
HOA Recycle 2019	573.00
HOA Trash Service 2019	1,132.00
Total HOA Trash Service	1,832.50
Total Expense	1,832.50
Net Income	9,441.50