



Country Club

Homeowners' Association

Dedicated to building our community

www.countryclubestateshoa.org

MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 9 March 2021

Vice President Janice Marie-Gallof called the meeting of the CCHOA Board to order at 5:40 PM on 9 March 2021. The meeting, due to COVID-19 concerns, was held via Zoom conference.

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

Absent: Vonney Northrop

Guest: Amanda Schneider

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 9 February 2021 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 28 February 2021 are provided in Attachments 2-4.
- b. The HOA has \$9,304.92 available for its use. The US Bank Operating Checking account reconciled without issues. The operating checking account balance is \$25,960.16 with \$18,573.00 reserved for Waste Connections and another \$443.04 reserved for the History Fund.
- c. 46% of our neighbors have already paid their dues as they have signed up for trash service. Marty will go ahead and bill, for the \$30 annual HOA dues, those neighbors who have not signed up for trash.
- d. We added 6 new trash customers in Feb due to Waste Connections buying out Springs Waste. That brings our total up to 142, or 45%. Marty reported, at the Board Meeting, that another Springs Waste customer signed up on 9 March. There are still Springs Waste customers that have not joined the HOA program.
- e. The snow caused delays in the trash service and trash wasn't picked up until a day later. 2 neighbors did not have their trash picked up, one on an alley and one on Marilyn Place. One received a voice mail that it would be next week for their pickup. Marty called on Monday to see what can be done. Their trucks were out Thursday and Friday, so Marty thinks it was about them getting behind due to the slow going with the snow.
- f. Minuteman Press created 50 postcards and mailed them yesterday, Friday, to the addresses Sandy provided for the north side of Chelton Rd. Marty added Sandy and himself to receive the

postcard so we will have a good idea when they have arrived. The postcard provided information about the Firewise meeting we are having in March. The cost for the postcards was \$61.22. They followed the template they used last time we sent these out, so our 3 logos will be on the front side of the postcard.

- g. Janice motioned that the Financial Reports be approved. Dorothy seconded the motion. The Reports were approved unanimously.

OLD BUSINESS

- a. Board Succession:
 - 1) Sandy stated this will be a recurring Old Business item until we have identified new volunteers and potential new Board members for next year.
 - 2) Janice stated that, in the past year, we have had minimal response for our call for volunteers and Board members.
 - 3) Janice stated the Board members and current volunteers need to think of people they know who might want to serve within the HOA.
 - 4) Janice will contact one Garden Club member to see if she is willing to serve.
- b. Fire Mitigation Meeting
 - 1) Sandy stated the flyers announcing the fire mitigation meeting and the chipping program were sent out to the properties on North Chelton Road between Paseo and Centre Lane. He has received, to date, one response.
 - 2) Vicki will set up and provide Sandy the Zoom link for the 17 March Fire Mitigation Meeting. Vicki stated she may also put the link on the HOA web page.
- c. Spending options
 - 1) Sandy stated that any funds expended should be for benefit of the neighborhood and its residents.
 - 2) Sandy suggested putting out two roll away dumpsters as part of the Garage Sale effort. Marty supported this idea.
 - 3) Ken mentioned that CONO provides some support for neighborhood cleanups. He will check with CONO to determine the availability and type of support.
 - 4) Marty suggested maybe booking a restaurant or the Country Club near the end of the year for a neighborhood fun event. The event, Marty suggested, could also be used to gather dues and trash money for the next calendar year,
 - 5) Marty also suggested maybe expending some funds to improve the web site.

NEW BUSINESS

- a. Upcoming Social Events
 - 1) Janice stated the Social Committee will meet in mid-April.
 - 2) Social Committee members include Janice, Susan Henderson, Bill Hoover, and Amanda Schneider.
 - 3) The Garage Sale is the next scheduled social event.
 - a) Vonney was the lead last year and we need to see if she wants to lead again this year.
 - b) Vicki thought Vonney still has the Garage Sale signs from last year.
 - 4) Janice recommended the Ice Cream Social and Book Swap/Sale be combined.
 - a) She suggested having this event at her front driveway (2847 Marilyn Road).
 - b) All agreed to the combination and location.

STATUS REPORTS OF STANDING COMMITTEES

- a. Social/Welcome/History
 - 1) Dorothy reported she provided a Welcome package to the new owners at 2627 Holiday Lane. The sold houses on Paseo, Country Club, and Leslie appear to be in the process of renovating. Dorothy will wait until the renovations are complete before contacting the new owners with Welcome packages.

- 2) Dorothy reported previous owners are not leaving the History Book for the new owners.
- 3) Janice reported she sold three more History Books.
- b. Communications: Vicki reported we now have a Zoom account.
- c. CONO:
 - 1) Ken reported CONO is still unsettled. Last month, they held a general get together just for people to meet.
 - 2) Ken stated the next HOA Support Meeting, 11 March 2021, will discuss "When and How to Amend Your Governing Documents." The guest speaker will be Melissa Garcia of Altitude Community Law.
 - 3) CONO volunteer Bruce Barron, who led a governing document amendment process at his HOA last year with support from Altitude Community Law, will share his experience.
- d. Covenants:
 - 1) Sandy reported we have received a complaint about the storage of machinery and inoperable vehicles in a neighbor's backyard.
 - 2) Sandy's research showed City Code states "It is unlawful to park or store any unlicensed or inoperable vehicle outside of an enclosed building on private property" and therefore, this situation appears to be a City Code violation.
The applicable covenants reflect City Code.
 - 3) Sandy recommends we advise the complainer to contact City Code Enforcement to report his complaint.
- e. Safety:
 - 1) Sandy reported two incidents of vehicle theft/burglary. One occurred in the vicinity of Marilyn/Leslie (cars broken into) and the second occurred in the vicinity of Marilyn/Holiday (truck broken into).

Marty motioned the meeting be adjourned. Dorothy seconded the motion. The meeting was adjourned at 6:25 PM.

The next regularly scheduled meeting will be: **Tuesday, 13 April 2021 at 5:30 pm. Due to COVID-19 restrictions, 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 FrancoisCONO 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: Deb Berwick, John Potterat, Judie Werschkey

- SOCIAL/WELCOME: BOARD COORDINATOR – Janice Marie-Gallof/Dorothy Hornby (Welcome)
SOCIAL MEMBERS: Bill Hoover
- MEMBERSHIP: BOARD COORDINATOR – Marty Henderson (maintains database)
MEMBERS: Open
- COMMUNICATIONS: BOARD COORDINATOR - Vicki Tostanoski
MEMBERS: Susan Henderson (Newsletter),

ATTACHMENT 1
Board Meeting Agenda
9 March 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
 - b. Annual Fire Mitigation Meeting
 - c. Spending Options
6. New Business
 - b. Upcoming Social Events (Garage Sale-June, Neighborhood Walks-May, Garden Club-April)
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 1/31/2021**

As of February 28 2021			
Sources	Number	\$ Amount	
2021 Dues Paid USPS	143	\$4,290.00	7 more since last month, Springs Waste customer switching over
2021 Dues Paid via PayPal	2	\$57.66	Same as last month
2021 Dues Prorated	0	\$0.00	
2021 Dues Paid Extra	0	\$0.00	
Totals for 2021	145	\$4,347.66	
% of 314 Homes that Paid 2021 Dues	46.18%		
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%		
Operating Checking Account Balance		\$25,960.16	
Commitment to Waste Connection		\$18,573.00	
History Book Fund		\$443.04	
Operating Balance		\$6,944.12	
Reserve Account Balance		\$2,360.80	
Total Available HOA Funds		\$9,304.92	

**ATTACHMENT 3
TREASURER'S REPORT: RECONCILIATION Detail 1/31/2021**

1:00 PM
02/27/21

**Country Club Homeowners Association
Reconciliation Detail
US Bank - Operating, Period Ending 02/28/2021**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						26,904.09
Cleared Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	02/01/2021	EFT	Waste Connections	X	-1,808.59	-1,808.59
Check	02/22/2021	446	Tostanoski Michael J	X	-178.64	-1,987.23
Total Checks and Payments					-1,987.23	-1,987.23
Deposits and Credits - 3 items						
Deposit	01/29/2021			X	194.35	194.35
Deposit	02/16/2021			X	704.05	898.40
Deposit	02/26/2021			X	144.90	1,043.30
Total Deposits and Credits					1,043.30	1,043.30
Total Cleared Transactions					-943.93	-943.93
Cleared Balance					-943.93	25,960.16
Uncleared Transactions						
Checks and Payments - 2 items						
Check	12/10/2020	445	Rains Carrie		-43.26	-43.26
Bill Pmt -Check	02/26/2021	Debit	Minuteman Press		-61.22	-104.48
Total Checks and Payments					-104.48	-104.48
Total Uncleared Transactions					-104.48	-104.48
Register Balance as of 02/28/2021					-1,048.41	25,855.68
Ending Balance					-1,048.41	25,855.68

ATTACHMENT 4
Reconciliation Summary 1/310/2021

1:02 PM
02/27/21

Country Club Homeowners Association
Reconciliation Summary
US Bank - Reserve, Period Ending 02/28/2021

	<u>Feb 28, 21</u>
Beginning Balance	2,360.80
Cleared Balance	2,360.80
Register Balance as of 02/28/2021	2,360.80
Ending Balance	2,360.80