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MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 14 May 2019

President Steve Paradis called the meeting of the CCHOA Board to order at 5:35 PM on 14 May 2019 at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909.

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

Guest: Susan Henderson

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 April 2019 were presented. Marty motioned that the minutes be approved. Vonney seconded the motion. The minutes were approved unanimously.
- b. The minutes of the special Board meeting held on 17 April 2019 were presented. Vonney motioned that the minutes be approved. Janice seconded the motion. The minutes were approved unanimously.

FINANCIAL REPORT (Marty Henderson):

- a. The Treasurer's Financial Statement for the period ending 30 April 2019 are provided in Attachment 2. Marty reported we picked up 1 more home paying the dues which brings our total to 99, or 31%. We had 1 bill for \$98 for filing the covenants with the city. That leaves us with \$2,347.94 available funds to the HOA.
- b. For Trash service, 5 new startups in April, 1 in May and 1 starting in June so far. Marty thinks another one is coming for June. One person canceled service because they moved out of their home and Marty issued a refund for the remaining months of 2019. They said they would tell the buyer about the HOA trash service and pass along the contract information. A total of 81 residents are using the trash service.
- c. Vonney motioned that the Financial Report be approved. Vicki seconded the motion. The Financial Report was approved unanimously.
- d. Dave May asked if the Dues Call should be in the next Newsletter. Marty recommended it go out as a invoice. Steve stated a direct billing is usually more effective.
- e. Steve recommended sending out an invoice to those owners who have not yet paid their 2019 dues.
- f. Steve recommended we do the 2020 billing in January 2020.
- g. Dave May asked if the HOA has enough funds for the rest of the year. Steve replied that we did.
- h. Marty recommended a sponsor fee for web advertising of \$100 per year for owners and \$150 per year for non-owners. For the Newsletter advertising, Marty recommended \$100 per year for

owners and \$150 per year for non-owners. If owners want to advertise in both the Web page and the Newsletter, the fee would be \$150. For non-owners, the combined fee would be \$250.

- 1) Vicki stated sponsors would want to know where their adds will appear.
 - 2) Marty stated each add would be the size of a normal business card.
 - 3) Steve recommended a rolling 12 month from calendar date to calendar date for sponsor payments
- i. Steve asked for a motion to approve the sponsorship plan as amended regarding the recommended add size and sponsor payment dates. Vicky motioned that the Sponsorship Plan as amended be approved. Dave May seconded the motion. The Sponsorship Plan as amended was approved unanimously.

OLD BUSINESS

a. Social Activities

1) Garage Sale

- a) Vonney presented a sample sign for the Garage Sale. All agreed the sign was an excellent choice.
- b) Vonney stated we would need about 8 signs to cover the entrances to our neighborhood. Each sign would cost about \$2.
- c) Vonney needs to know how many people will participate in the Garage Sale about two weeks before the Sale (i.e., about 7 June 2019).
- d) An article announcing the Garage Sale dates of 21-22 June 2019 will be in the next Newsletter.
- e) Steve asked Vonney to create bullet points explaining why we are doing the Garage Sale and have Vicki do an e-mail blast with this information.
- f) Vonney stated the Garage Sale would be advertised on Craigslist, Nextdoor, and the HOA Web Page. She asked if the Church could also advertise the Garage Sale. **Steve stated he would check into that.**

2) Block Party

- a) **Steve will send a picture taken at last year's party for the next Newsletter and use on the webpage.**
- b) All agreed the Block party will be on Marilyn Road between Grandview and Holiday Lanes.
- c) The 2019 Block Party will be similar to last year's party (i.e., hamburgers and hotdogs, etc.).
- d) The Block Party will be held on 27 July 2019.
- e) **Susan suggested we look into providing transportation for those residents who cannot drive or walk to the Party. Vonney agreed to have her email as a contact for anyone that needed a ride to the event.**

3) Welcome Package

- a) Deferred to 11 June Board Meeting.

b. Succession Plan

- 1) Deferred to 11 June Board Meeting.

- c. History Update
 - 1) Steve stated he wants to have the completed book available for the Annual Membership Meeting, now scheduled for 26 October 2019.
 - 2) Steve stated the history connects us to the present and will help build community.
 - 3) The total cost for the publishing is \$2650 and this will provide 400 books.
 - 4) The funds for the books will come from donations and will be placed in a separate History Book account by Marty.
 - 5) Each house will receive a history book that will remain with the house. If an owner wants additional books, each additional book would cost approximately \$10.
 - 6) Janice will write a History Update article for the Newsletter.

- d. Operating Instructions Approval
 - 1) Marty motioned that the Operating Instructions be approved. Vonney seconded the motion..
 - 2) The Operating Instructions were approved unanimously.

- e. Neighborhood Complaints
 - 1) Steve reported no glaring issues in the neighborhood.
 - 2) Steve stated we need to determine how to proactively work significant issues. He suggested this be a topic for the 9 July Board Meeting.
 - 3) Dave Corrow suggested that each filing have an identified representative to work issues.

- f. Committee Volunteers/Members:
 - 1) No updates.

- g. Database Updates
 - 1) No updates

NEW BUSINESS

- a. Proposed Accessory Dwelling Unit (ADU) Law
 - 1) Steve reported the City Planning Office has proposed a new ordinance that would effectively turn all R and R-1 zoned lots into R-2 lots. This would allow owners to build a second family dwelling on their lot.
 - 2) The City Council will meet in June 2019 to discuss this proposed Ordinance.
 - 3) Janice stated houses in the Wildfire-Urban Interface (WUI) are affected by this proposed ordinance since it will increase population and number of automobiles in the WUI (causing increased stress on evacuations) while decreasing defensible space around residences.
 - 4) Steve recommended the HOA pay the annual dues to CONO so we can use CONO expertise to address ADU impacts to neighborhoods. All agreed to this proposal.
 - 5) Steve volunteered to be our CONO representative.
 - 6) Sandy agreed to write an article for the next newsletter address ADUs and where people can get more information as well as contact information for our City Council Members.

- b. June Newsletter Content
 - 1) Steve stated the next Newsletter should address:
 - a) ADUs - Sandy
 - b) Garage Sale - Vonney
 - c) Safe Routes - Sandy

- d) Home Security - Sandy
- e) Dues - Marty
- f) Block Party - Steve
- g) History Update - Janice

The meeting was adjourned at 7:15 PM.

The next regularly scheduled meeting will be: **Tues, 11 June 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
 MEMBERS: Susan Henderson (Newsletter), Susan Hoover (Facebook)

ATTACHMENT 1
Board Meeting Agenda
14 May 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) Social Activities
 - 1) Garage Sale
 - 2) Block Party
 - 3) Welcome Package
 - b) Succession Plan
 - c) History Update
 - d) Operating Instructions Approval
 - e) Neighborhood Complaints
 - f) Committee Volunteers/Members
 - g) Database Updates
6. New Business
 - a) Proposed Accessory Dwelling Unit Law
 - b) June Newsletter Content
7. Adjourn

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

As of April 30 2019			
Sources	Number	\$ Amount	
2019 Dues Paid USPS	94	\$2,820.00	2 more since previous month
2019 Dues Paid via PayPal	5	\$144.15	Fee of \$1.17 per transaction
2019 Dues Paid Extra	0	\$14.00	
Totals for 2019	99	\$2,978.15	
% of 315 Homes that Paid 2019 Dues	31.43%		
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		\$10,081.64	
Commitment to Waste Connection		\$8,094.50	
Operating Balance		\$1,987.14	
Reserve Account Balance		\$360.80	
Total Available HOA Funds		\$2,347.94	