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MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 10 May 2022

The May Board Meeting was held via Zoom. President Marty Henderson called the meeting of the CCHOA Board to order at 6:30 PM on 10 May 2022.

Present: Marty Henderson, Bill Hoover, Amanda Schneider, Ken Francois, Sandy Gallof, Vicki Tostanoski, and Dorothy Hornby.

Absent: Steve Paradis

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 12 April 2022 were presented. The minutes were approved unanimously.

FINANCIAL REPORT (Ken Francois):

- a. The Treasurer's Financial Reports for the period ending 30 April 2022 are provided in Attachments 2-5.
- b. All three of our April 2022 US Bank accounts reconciled without issues.
- c. The Operating account ended the month with \$1788.05.
- d. The Trash-Recycle account's ending balance is \$3988.63 after paying April's Waste Connection (WC) bill of \$2346.96.
- e. The Reserve account now totals \$27925.90 with interest earned for the period of \$0.22 (0.01%).
- f. Ken and Marty purchased a new Dell laptop in mid-April in accordance with the approved budget.
 - 1) A Dell Inspiron 15 3000 laptop was purchased on sale at the USAFA Exchange saving over \$139 off retail price and the sales tax. This was \$100 below the approved budget for the expense.
- g. Ken thanked Sandy for encouraging the Historic Neighborhood Partnership to cash our check before it expired last month.
- h. Ken asked Amanda or Marty in an email to follow up on the uncleared \$31.29 Amazon charge for March Madness signage before it expires in early June.
 - 1) Marty responded that the \$31.29 charge for March 5th should have been a check written to him for sign materials for March Madness purchased via Amazon.

- i. The Financial Reports were approved unanimously.
- j. Ken stated that he had forgotten the last few meetings to provide the Trash Balance Report until reminded by Marty.
 - 1) Ken stated that there is over \$13,000 remaining to for budget items and board planning purposes.
 - 2) Ken felt it important that the board discuss in the next few months what to do with the remaining amount.
 - a) Marty stated that we may want to consider spending more money on annual meeting in October.
 - b) Ken said that in the past there had been mention of building signage at the entrance to the Country Club HOA area .
 - c) Ken also liked the idea of looking into using the funds to turn the small city-owned area on Paseo (where Lee's lane dead ends) into a park.
 - 3) Ken recommended we review the status of the budget in our June Board meeting.

TRASH SERVICE REPORT (Marty Henderson)

- a. Marty stated that the CCHOA gained 4 new trash customers in April and lost one which brings the total to 179 homes that used the HOA trash service with Waste Connections. GFL is raising their rates as of June 1st and that accounts for some of the new customers.
- b. The 1 customer lost was outside the HOA on the east side of Chelton Road.
- c. The May 1st bill reconciled though Waste Connections count was 2 less than Marty's. For the year, they have undercharged the HOA about \$380.

NEW BUSINESS

- a. June Newsletter
 - 1) Susan Henderson joined the board meeting to discuss topics for the June newsletter.
 - 2) Amanda will do an article on the Neighborhood Clean-Up & Garage Sale in June.
 - 3) Marty will write an article about the Guardians of Palmer Park, trash, and pet waste.
 - a) Ken asked Marty about the article since the HOA has a long-standing rule not to support any organizations.
 - b) Marty said since he has gotten more information on the Guardians that he feels it is appropriate to do an article about the organization needing volunteers. He spoke with the President and the Treasurer and verified they were a registered volunteer organization like we are. He also verified CSFD is willing to work with them on fire mitigation projects.
 - c) Ken stated that Volunteer Match is a good place to go if people are interested in volunteering.
 - 4) Janice will write a Garden Club update.
 - 5) Dorothy will provide year-to-date stats on welcome packages and sales in the neighborhood.

- 6) Sandy will write a crime stats article.
 - 7) A draft of the newsletter will be distributed to the board by Sunday, May 15th and the final draft will be distributed back to the board on May 18th for publication.
- b. Social Committee Update
- 1) The garage sale and clean-up event will be held June 11th & 12th.
 - 2) The social committee will put up 7-8 signs advertising the event and there will be an add placed in the Gazette.
 - 3) Amanda will prepare a map of all of the houses participating which will be available at each house the morning of the 11th.
 - 4) Susan is trying to get a donation truck to attend the event so neighbors can donate items instead of throwing them away.
 - 5) Amanda is arranging for 2 roll-off dumpsters to be available for the weekend.
- c. Safety Committee Update
- 1) Sandy stated that the most serious incident dealing with crime happened on Grandview where a report was made that shots were fired, most likely from the park in the morning.
- d. CONO Update
- 1) Bill stated that he has yet to get an answer on the differences between voluntary and non-voluntary HOAs.
 - 2) Bill has enjoyed being in CONO university and feels that it is a good program and he has learned a great deal.
 - 3) A former city council person was at the last meeting and gave advice on how to approach the City Council with project requests from HOAs. She emphasized that getting consensus and numbers was important when making requests.
 - 4) Ken stated that it is very useful to have people like Bill go to CONO trainings and meetings so that CONO can see that there are voluntary HOAs that also need assistance.
 - 5) Sandy said HOA regulations override city regulations.
- d. HNP Update
- 1) Sandy stated that the next meeting is May 18th, and each neighborhood was assigned the task of presenting about themselves to the two City Council members that will be in attendance. Information will be presented on each of the neighborhoods that make up the HNP.
 - 2) The city planning folks are considering making Constitution Avenue into a highway with on-and-off ramps and limited access. Plans involve extending Constitution Avenue from Paseo Road to I-25 at the West Fontanero Street interchange.

3) Another planned project is turning Weber Street into a Bus Rapid transit route with buses every 5-15 minutes.

e. Communications Update:

1) Vicki asked for confirmation of who is an admin on the Zoom account as she will be changing the password due to a possible security breach.

f. Welcome Committee Update

1) Dorothy stated that a house on Holiday Place had a "For Sale by Owner Sign" in the yard, but the sign is now down.

a) The house has had only one owner, was a previous rental, and needs updating.

2) There is also a home for sale on Bennett.

3) There have been 5 houses in the HOA that have sold since the beginning of the year.

Expectations for the June board meeting is to talk about the newsletter that will have gone out, and for Sandy to discuss numbers for the chipping program.

The meeting was adjourned at 7:24 PM.

The next regularly scheduled meeting will be: **Tuesday, 14 June 2022 at 6:30 pm.** The next meeting will be via Zoom.

Respectfully submitted,
Amanda Schneider, Secretary

CCHOA BOARD

Board Positions as of Nov 2021:

PresidentMarty Henderson

Vice President Bill Hoover

TreasurerKen Francois

SecretaryAmanda Schneider

At-Large.....Sandy Gallof

At-Large.....Dorothy Hornby

At-Large.....Steve Paradis

At-Large.....Vicki Tostanoski

COMMITTEES:

- **COVENANTS COMPLIANCE:** CHAIRPERSON - Open
MEMBERS: Dave May, Rich Northrop
- **SAFETY:** BOARD COORDINATOR - Sandy Gallof
MEMBERS: Bob Frye, Steve Paradis, Dave May, Jason Carter
- **HISTORY:** Currently inactive
- **SOCIAL:** BOARD COORDINATOR – Amanda Schneider
SOCIAL MEMBERS: Susan Henderson, Bill Hoover, Kala Loptien, Janice Marie-Gallof
- **WELCOME:** BOARD COORDINATOR –Dorothy Hornby
MEMBERS: Jennifer Williamson, Mary Corrow, Maureen Logue, Sylvia Holt
- **MEMBERSHIP:** BOARD COORDINATOR – Marty Henderson (maintains database)
MEMBERS: Open
- **TRASH COORDINATOR:** Marty Henderson
MEMBERS: Open
- **COMMUNICATIONS:** BOARD COORDINATOR - Vicki Tostanoski (chief information officer)
MEMBERS: Susan Henderson (Newsletter)

ATTACHMENT 1
Board Meeting Agenda
May 10, 2022

1. Convene **6:30PM via Zoom**
2. Roll Call
3. June Newsletter (Susan – 20 mins)
 - a) Importance of our involvement in CONO/HNP – Sandy (Done)
 - b) CONO Neighborhood University - Bill
 - c) HNP update – Sandy (Done)
 - d) Website Upgrade - Vicki
 - e) Availability of the Fire Mitigation presentation and signup for August chipping – Sandy (Done)
 - f) Fire risk map for our neighborhood? - Sandy
 - g) Crime avoidance tips – Sandy (Done)
 - h) Old mines in our Neighborhood – Sandy (Done)
 - i) Spring Cleanup event - Amanda
 - j) Garage Sale in June - Amanda
 - k) Ice Cream Social in July - Amanda
 - l) Block Party in August - Amanda
 - m) Palmer Park article - Marty
 - n) Garden Club update - Janice
 - o) Trash update - Marty
 - p) Pet waste - Marty
5. Approval of Minutes of Previous Meeting
6. Approval of Financial Report (Ken – 10 mins)
7. Social Committee (Amanda)
 - a) Neighborhood Cleanup (5 mins)
 - b) Garage Sale (5 mins)
8. Safety (Sandy)
9. CONO Neighborhood University (Bill Hoover)
10. Additional Committee Updates – Please Email updates before Board Meeting (20 Mins)
 - a) HNP – Sandy

b) CONO - Ken

c) Communications – Vicki

d) Welcome – Dorothy

e) Trash - Marty

a) June Newsletter Review – Marty

b) Chipping Program review – Sandy

c) Spring Cleanup Review – Amanda

d) Garage Sale - Amanda

11. Expectations for June 14th Board Meeting – Marty (5 mins)

12. Adjourn

**ATTACHMENT 2
Operating Reconciliation Detail**

6:02 PM
05/09/22

**Country Club Homeowners Association
Reconciliation Detail
US Bank - Operating, Period Ending 04/30/2022**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,102.60
Cleared Transactions						
Checks and Payments - 4 items						
Check	01/28/2022	463	Historic Neighborho...	X	-75.00	-75.00
Check	03/27/2022	465	Schneider Amanda	X	-195.73	-270.73
Check	03/28/2022	466	Henderson Martin G	X	-160.00	-430.73
Bill Pmt -Check	04/19/2022		AAFES	X	-399.00	-829.73
Total Checks and Payments					-829.73	-829.73
Deposits and Credits - 3 items						
Deposit	04/07/2022			X	28.46	28.46
Deposit	04/13/2022			X	302.70	331.16
Deposit	04/20/2022			X	184.02	515.18
Total Deposits and Credits					515.18	515.18
Total Cleared Transactions					-314.55	-314.55
Cleared Balance					-314.55	1,788.05
Uncleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	03/05/2022		Amazon		-31.29	-31.29
Total Checks and Payments					-31.29	-31.29
Total Uncleared Transactions					-31.29	-31.29
Register Balance as of 04/30/2022					-345.84	1,756.76
Ending Balance					-345.84	1,756.76

ATTACHMENT 3
Reserve Reconciliation Summary

4:15 PM
05/09/22

Country Club Homeowners Association
Reconciliation Summary
US Bank - Reserve, Period Ending 04/30/2022

	<u>Apr 30, 22</u>
Beginning Balance	27,925.68
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.22</u>
Total Cleared Transactions	<u>0.22</u>
Cleared Balance	<u>27,925.90</u>
Register Balance as of 04/30/2022	27,925.90
Ending Balance	27,925.90

ATTACHMENT 4
Trash/Recycle Reconciliation Summary

4:27 PM
05/09/22

Country Club Homeowners Association
Reconciliation Summary
CCHOA Trash-Recycle, Period Ending 04/30/2022

	<u>Apr 30, 22</u>
Beginning Balance	6,335.59
Cleared Transactions	
Checks and Payments - 1 item	<u>-2,346.96</u>
Total Cleared Transactions	<u>-2,346.96</u>
Cleared Balance	<u>3,988.63</u>
Register Balance as of 04/30/2022	3,988.63
Ending Balance	3,988.63

ATTACHMENT 5
Trash Balance Report A/O May 2022

Here's a summary of the 2022 info in that report:

Trash Service Income:	\$ 28959.04
YTD Expense:	11488.05
Balance Due:	17470.99

Fund Sources:

Trash-Recycle Account:	\$ 1567.49
Reserve Account:	15903.50
Total Funds:	17470.99

The History Fund hasn't changed. There is still \$564.54 held in the Reserve account.

Leaving \$13,214.62 to service our remaining budget items and for board planning purposes.