



Country Club

Homeowners' Association

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

www.countryclubestateshoa.org

MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 8 September 2020

Vice President Janice Marie-Gallof called the meeting of the CCHOA Board to order at 5:40 PM on 8 September 2020 at 2847 Marilyn Road, Colorado Springs, Colorado.

Present: Sandy Gallof, Dorothy Hornby, Janice Marie-Gallof. Ken Francois, Marty Henderson, and Vicki Tostanoski. Vonney Northrop arrived at 6:30 PM due to having to work until 6:00 PM.

Absent: Dave Corrow.

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 11 August 2020 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 31 August 2020 are provided in Attachments 2-4.
- b. The HOA has \$5,949.94 available for its use. Both accounts reconciled without issue. In addition, we have \$395.29 in the History fund, and \$5,737.59 reserved for Waste Connections future bills. The annual GoDaddy renewal bill of \$179.88 came in August and was paid.
- c. We added 1 new trash customer in July so our total number of customers is 117. That's 37% of the homes that are able to sign up for the trash service (314). Marty got a call this morning from someone on Austin Drive that is signing up and switching from GFL. She is considering ordering a 2nd Recycle bin and she is signing up for Packout. She has 2 kids and is taking care of a disabled adult as well. She is pleased about these options and GFL service has declined significantly since they bought out Bestway. She will also be paying her 2020 dues.
- d. 183 homes have paid their dues for 2020, one more than last month. That is 58% of our HOA homes. Over budget and impressive number since it's all voluntary.
- e. Marty had no issues with the July bill from Waste Connections. The bills have been accurate for the past several months, so Marty is pleased with the improvements they made in their bookkeeping.
- f. We still have not received the bill from the lawyer. Marty is not sure what is going on there, and they might have decided to not charge us for their oversights.
- g. Dorothy motioned that the Financial Reports be approved. Vicki seconded the motion. The Reports were approved unanimously.

OLD BUSINESS

- a. Lawyer Bill: See Financial Report.

NEW BUSINESS

- a. Annual Meeting
 - 1) Virtual Meeting Logistics
 - a) Sandy reported Steve Paradis volunteered to help administer a Zoom teleconference.
 - b) Ken stated most HOAs are cancelling their Annual meetings due to COVID-19 restrictions and concerns.
 - c) Marty stated our choice is either mail in voting or total cancellation of Annual meeting.
 - 2) Announcement
 - a) Sandy provided a draft announcement including ballot and proxy forms (Attachment 5).
 - b) All agreed that if we have mail in ballots, we do not need a proxy form.
 - c) Ken stated Larry Howard was not interested in serving as head of the Covenants Compliance Committee since he felt trying to enforce Covenants was too hard based on his experience.
 - d) Vicki stated we should concentrate on building community, not enforcing Covenants.
 - e) Ken stated maybe the issue is the bad reputation HOAs have.
 - f) Marty asked how we should brand ourselves.
 - g) Vicki stated Patty Jewitt neighborhood does not have an HOA but plans neighborhood events.
 - h) Sandy will investigate Patty Jewitt as a model. Sandy found out Patty Jewitt has a neighborhood association. It is a 501(C)(3) Charitable organization.
 - i) Vicki motioned that we cancel the Annual meeting and send out a letter explaining the rationale for cancellation. Marty seconded the motion. The Board agreed unanimously to the motion.
 - j) All agreed to use the Newsletter format to address the cancellation, 2020 year in review, and 2021 plans.
 - k) Sandy stated that, in the absence of a Covenants Compliance Committee Chair, we advise neighbors to use the web page to notify the Board of any issues.
 - l) Vonney stated we should specify we are always looking for volunteers and new people to join the Board.
- b. Neighborhood Issues: Paseo Traffic.
 - 1) One neighbor complained about traffic noise on Paseo.
 - 2) Marty reported there are two drainage dips on Paseo (one by Country Club and the second by Leslie) that slow traffic but traffic does speed up after each dip.
 - 3) Marty stated that on one Saturday there was about 100 motorcycles driving down Paseo to Palmer Park.
 - 4) Marty also reported dogs barking from cars going down Paseo to Palmer Park is also an issue.
 - 5) Vicki stated that lots of people dislike speed bumps.
 - 6) Vicki suggested we inform neighbors how to report issues/specific complaints to the City.
 - 7) Sandy will provide details on how to report specific issues to the City.

STATUS REPORTS OF STANDING COMMITTEES

- a. Social/History (Garden Club) Attachment 6:
 - 1) Vicki asked if the Garden Club will continue to meet during the winter. Janice said this issue will probably be discussed at the next Garden Club meeting.
 - 2) Vicki asked if the Garden Club can make available gardening information for the entire neighborhood. Janice will look into this.
 - 3) Ken mentioned the idea of realtors buying copies of the History book and giving them as a gift to new buyers to Janie Howard. Janie stated it should be up to the Board to make the book available to realtors.
 - 4) Vonney suggested putting information for realtors on the web page.
 - 5) Sandy will provide Vicki the information we normally provide to realtors.

- 6) Janice asked how do we handle issues with the History book missing/not left behind for new buyers.
 - 7) Vicki suggested the Welcome package should include information on the History book.
 - 8) Sandy will send Dorothy a copy of the History Book Cover for inclusion in the Welcome package.
- b. Communications: No report.
- c. CONO
- 1) Ken stated last month's CONO Support Group Meeting, via online, was on 13 August 2020 with the subject being Accessory Dwelling Units. The meeting provided no new information.
 - 2) This month's meeting will address how to conduct unpleasant discussions with neighbors.
- d. Covenants: No report.
- e. Safety:
- 1) Sandy will provide Vicki a fire restriction information page for the web page,
 - 2) Sandy will provide Vicki the link to Colorado State University Extension information on fire mitigation.
 - 3) Sandy reported two auto burglaries occurred on Lees Lane in the last month. Marty reported one of the burglaries was at his next door neighbor. Nothing was stolen but the rear window of the car was broken out
 - 4) Vicki suggested an email blast advising our neighbors of the incidents and preventive actions to take.

Marty motioned the meeting be adjourned. Vonney seconded the motion. The meeting was adjourned at 7:00 PM.

The next regularly scheduled meeting will be: **Tuesday, 13 October 2020 at 5:30 pm, at 2847 Marilyn Road (Social distancing and masks will be used to ensure safety).**

Respectfully submitted,
Sanford Gallof, Secretary
CCHOA BOARD

Board Positions as of Nov 2019:

President Vonney Northrop
 Vice President . Janice Marie-Gallof
 Treasurer Marty Henderson
 Secretary Sandy Gallof
 At-Large Dorothy Hornby
 At-Large David CorrowCovenants Compliance Committee Chairperson
 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: Open

- MEMBERSHIP: BOARD COORDINATOR – Marty Henderson (maintains database)
MEMBERS: Open
- COMMUNICATIONS: BOARD COORDINATOR - Vicki Tostanoski
MEMBERS: Susan Henderson (Newsletter),

ATTACHMENT 1
**Board Meeting Agenda
8 September 2020**

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) Lawyer Bill
6. New Business
 - c. Annual Meeting
 - 1) Virtual Meeting Logistics
 - 2) Announcement
 - 3) Ballots
 - d. Neighborhood Issues – Paseo Traffic
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 (Including Garden Club)
 - b) Communications
 - c) CONO
 - d) Covenants
 - e) History
 - f) Safety
8. Adjourn

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

As of August 31 2020			
Sources	Number	\$ Amount	
2020 Dues Paid USPS	176	\$5,280.00	1 more than last month
2020 Dues Paid via PayPal	7	\$201.81	same as last month
2020 Dues Prorated	0	\$0.00	
2020 Dues Paid Extra	1	\$20.00	same as last month
Totals for 2020	183	\$5,501.81	
% of 314 Homes that Paid 2020 Dues	58.28%		
2021 Dues Paid USPS	0	\$0.00	
2021 Dues Paid via PayPal	0	\$0.00	
2021 Dues Paid Extra	0	\$0.00	
Totals for 2021	0	\$0.00	
% of 314 Homes that Paid 2021 Dues	0.00%		
Operating Checking Account Balance		\$11,722.02	
Commitment to Waste Connection		\$5,737.59	
History Book Fund		\$395.29	
Operating Balance		\$5,589.14	
Reserve Account Balance		\$360.80	
Total Available HOA Funds		\$5,949.94	

**ATTACHMENT 3
TREASURER'S REPORT: RECONCILIATION Detail**

4:38 PM

09/01/20

**Country Club Homeowners Association
Reconciliation Detail
US Bank - Operating, Period Ending 08/31/2020**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						13,228.99
Cleared Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	08/01/2020	EFT	Waste Connections	X	-1,437.27	-1,437.27
Bill Pmt -Check	08/25/2020	EFT	GoDaddy.com	X	-179.88	-1,617.15
Total Checks and Payments					-1,617.15	-1,617.15
Deposits and Credits - 2 items						
Deposit	08/12/2020			X	22.50	22.50
Deposit	08/12/2020			X	87.68	110.18
Total Deposits and Credits					110.18	110.18
Total Cleared Transactions					-1,506.97	-1,506.97
Cleared Balance					-1,506.97	11,722.02
Uncleared Transactions						
Checks and Payments - 1 item						
Check	03/13/2020	441	Enderson Betty		-43.26	-43.26
Total Checks and Payments					-43.26	-43.26
Total Uncleared Transactions					-43.26	-43.26
Register Balance as of 08/31/2020					-1,550.23	11,678.76
New Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	09/01/2020	EFT	Waste Connections		-1,458.90	-1,458.90
Total Checks and Payments					-1,458.90	-1,458.90
Total New Transactions					-1,458.90	-1,458.90
Ending Balance					-3,009.13	10,219.86

ATTACHMENT 4
Reconciliation Summary

4:39 PM
09/01/20

Country Club Homeowners Association
Reconciliation Summary
US Bank - Reserve, Period Ending 08/31/2020

	<u>Aug 31, 20</u>
Beginning Balance	360.80
Cleared Balance	360.80
Register Balance as of 08/31/2020	360.80
Ending Balance	360.80

ATTACHMENT 5

DRAFT ANNUAL MEETING ANNOUNCEMENT

ANNOUNCEMENT OF ANNUAL HOMEOWNERS MEETING – 17 October 2020

- a. The annual meeting of the CCHOA Homeowners will, due to COVID-19 restrictions, be conducted virtually starting at 9:30 AM.
- b. The agenda for this meeting is:
 - 9:15 – 9:30 Sign-in via provided Zoom link xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
 - 9:30 – 9:35 Opening / Introductions
 - 9:35 – 9:55 2020 In Review
 - 9:55 – 10:00 Announce Voting Results, Seat New Board
 - 10:00 Adjourn
- c. The proposed slate of Board and Committees are:
 - President- Vonney Northrop (In second year of term)
 - Vice President – Janice Marie-Gallof (In second year of term)
 - Treasurer - Marty Henderson (In second year of term)
 - Secretary - Sanford Gallof (In second year of term)
 - Chairman Covenants Compliance Committee - (Up for election)
 - Directors at Large
 - Dorothy Hornby – Welcome (Up for reelection)
 - Ken Francois – CONO Representative (In second year of term)
 - Vicki Tostanoski – Communications (Up for reelection)
 - Members of Covenants Compliance Committee
 - Dave May (In second year of term)
 - Rich Northrop (In second year of term)
- d. Nominations by any Homeowner for any open/up for reelection positions will also be accepted.
- e. We must have at least 32 homes voting to have a quorum.
- f. Voting will be done via mail, drop-off at 2847 Marilyn Road or 3132 Lees Lane secure mailboxes, email to sgallof@comcast.net, or call 632-3144 for ballot pickup using the attached form (Attachment 1).
- g. Any ballots received after 9:00 AM 17 October 2020 will be declared invalid and not counted.
- h. If you wish to vote via proxy, please use the attached proxy form (Attachment 2).

Respectfully,
Sanford Gallof, Secretary
CCHOA BOARD

ATTACHMENT 1: VOTING FORM

Ballot

**17 October 2020 Annual Homeowners Meeting
One homeowner per lot may vote**

Director at Large (Vote for one)

- Vicki Tostanoski - Communications
- Write – In _____

Director at Large (Vote for one)

- Dorothy Hornby - Welcome
- Write – In _____

Covenants Compliance Committee (Vote for one)

- XXXXXXXXXXXX - Chairman
- Write – In _____

Owner (Print Name): _____

Owner (Signature): _____

Address: _____

Proxies (If any) (Attach): _____

Mail to or Drop off at either:	Sanford Gallof	Marty Henderson
(Secure mailbox)	2847 Marilyn Road	3132 Lees Lane
	Colorado Springs, CO 80909	Colorado Springs, CO 80909
Or Call for ballot pick up:	Sanford Gallof	
	632-3144	
Or email to:	sgallof@comcast.net	

ATTACHMENT 2: PROXY FORM

One homeowner per lot may vote on Association business. Any homeowner wishing to vote by proxy must complete this form. This form may be given either to a neighbor who will vote or mailed/hand-delivered/mailed to Sanford Gallof, 2847 Marilyn Road, Colorado Springs, CO. 80909, sgallof@comcast.net, prior to 17 October 2020.

HOMEOWNERS NAME: _____

HOME ADDRESS: _____

Check only ONE of the following:

I assign _____ the authority to vote on my behalf regarding Association matters.

I assign the Country Club Homeowners Association Board of Directors the authority to vote on my behalf regarding Association matters.

HOMEOWNER(S) SIGNATURE:

DATE: _____

THIS FORM MUST BE RECEIVED PRIOR TO THE START OF THE 17 OCTOBER 2020 ANNUAL HOMEOWNERS MEETING.

ATTACHMENT 6
GARDEN CLUB AND HISTORY REPORT

Garden Group & History Reports for August 2020

The Grateful Deadheaders met Sunday August 30 at Jenine Ebersohl's house on Chelton Dr. The six attending welcomed a newcomer, Joyce Hanson, from Austin Place. Jenine, a volunteer with the El Paso County Environmental Div. on noxious weeds, led the discussion based on the Division's booklets she provided each of us.

Our next meeting will be Sunday, September 27th at Shelley Frye's house on Marilyn Rd.

After four meetings, seven persons seems to be the usual number attending; even though the meeting announcements go out to 14 persons, we suggest that only the first 10 persons responding can attend due to the CoVID-19 guidelines.

Hopefully next year we can and will have more persons involved.

History Report

Janice delivered 4 more books which now brings the total of undelivered books to 36; about a third of these are homes which are rentals, empty, or homeowners declined the book. As the weather gets cooler Janice will be delivering more; Sunday afternoons seem to be the best time to catch people at home.