



Country Club

Homeowners' Association

Dedicated to building our community

www.countryclubestateshoa.org

MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 21 September 2021

The August Board Meeting was held via Zoom. President Vonney Northrop called the meeting of the CCHOA Board to order at 5:40 PM on 21 September 2021.

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

Absent: Ken Francois

Guest: Susan Henderson.

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 8 August 2021 were presented. Vonney 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 2021 are provided in Attachments 2-4.
- b. The HOA has \$8790.85 available for its use. The US Bank Operating Checking account reconciled without issues. The operating checking account balance is \$15524.86 with \$8593.47 reserved for Waste Connections and another \$501.04 reserved for the History Fund.
- c. The Waste Connections bill reconciled without issue.
- d. Two more neighbors paid their 2021 dues which brings us up to 67% of the homes have paid their voluntary dues.
- e. We did not add any new trash customers this month. The total remains at 161, or 51%.
- f. Ken and Marty did more training before Ken's vacation including processing a trash service request. Upon Ken's return he will be added to the HOA checking accounts as a signatory.
- g. Vonney motioned that the Financial Reports be approved. Dorothy seconded the motion. The Financial Reports were approved unanimously..

OLD BUSINESS

- a. Board Succession/Volunteer Update:
 - 1) Vonney reported that Marty has confirmed Amanda Schneider is willing to run for Secretary.
 - 2) Susan stated she had talked to the Schiffs about volunteering for the Board but they have not gotten back to her with a decision.

- 3) Marty will check with John Potterat and Bill Hoover to see if either of them are willing to run for Vice President.
- 4) No other updates.
- b. Block Party Review
 - 1) Janice reported she made notes on who attended. She estimated 55-60 people attended, some of which had not attended the Ice Cream Social/Book Swap.
 - 2) Janice stated some of the attendees were newcomers
 - 3) Janice stated we overestimated the expected turnout and, as a consequence, got too much food.
 - 4) Susan suggested Janice write up what was purchased and what was left.
 - 5) Vonney suggested 75 people should be the estimate for next year.
 - 6) Dorothy stated it was great to have the canopies/tents for shade.

NEW BUSINESS

- a. Annual Homeowners Meeting
 - 1) Sandy reported he has reserved the basement area of the Ascension Lutheran Church on 23 October from 8:00-11:00 AM.
 - 2) Sandy provided the Board drafts for the announcement for the Annual Homeowners meeting, the ballot, and volunteer form Attachments 5-7)
 - 3) Sandy asked if we want to provide food and drinks for the meeting.
 - 4) After some discussion, it was agreed to provide cookies and coffee/water for the estimated 30-40 attendees.
 - 5) We also agreed to provide napkins, spoons, creamer and sugar. Napkins and spoons are available from previous events.
 - 6) Dorothy stated she still has cups from the last meeting.
 - 7) Sandy also agreed to get the cookies, coffee, water, creamer and sugar.
 - 8) Marty motioned that we provide the Church a stipend of \$300 in thanks for us using their facility. Dorothy seconded the motion. The motion was approved unanimously.
 - 9) Susan volunteered to greet and direct people at the door, as well as reminding them that masks are required in the Church.
 - 10) We discussed the need for proxy forms and agreed, since people can either drop their ballot off at Sandy's secure mailbox or vote in person at the meeting, proxy forms were not needed.
- b. September/October Newsletter
 - 1) Sandy reminded all that the Annual Meeting announcement had to reach all homeowners no later than 10 days before the meeting.
 - 2) Susan asked for the following:
 - a) Sandy to send her all the Annual Meeting articles for the Newsletter.
 - b) Sandy to send her an article on the Safety Committee addressing its mission and fire mitigation/crime information.
 - c) Janice to provide a summary of this year's Social events.
 - d) Janice to provide an article on the Garden Club.
 - e) Sandy to provide an article on the Historic Neighborhoods Partnership (HNP).
 - f) Vonney to provide an article on the President's View of 2020/2021.
 - g) Dorothy to provide an article on the Welcome Committee.
 - h) Marty to provide an article on the Trash Service and dues.
 - 3) Susan asked that all articles be sent to her no later than 5:00 PM Friday, 24 September.

STATUS REPORTS OF STANDING COMMITTEES

- a. Social/Welcome/History:
 - 1) Dorothy reported she was going to meet with Maureen Logue who has volunteered to deliver a Welcome Package to a new neighbor.
 - 2) Janice reported she sent a copy of the History Book to the HNP.
- b. Communications: Nothing to report.
- c. CONO/HNP:
 - 1) Nothing to report on CONO.
 - 2) Sandy reported the HNP is currently meeting every two weeks to address the ongoing City Planning efforts. These include:
 - a) A draft new Carport ordinance.
 - b) ReToolCOS, which will address rezoning.
 - c) ConnectCOS, which will address East/West Traffic Corridors.
 - d) Affordable housing.
- d. Covenants:
 - 1) We received a request for advice on what to do when a neighbor's tree branches are hitting the next door neighbor's roof.
 - 2) Sandy stated the Covenants for that area do not address this issue and the Board has no authority to demand the neighbor trim the branches.
 - 3) It was suggested that the requesting neighbor contact the Colorado Springs Fire Department (CSFD) for a free on-site fire mitigation inspection so they can document the issue.
 - 4) Sandy reported that Colorado allows the affected neighbor to trim thee branches that extend into their property so long as they do not damage the tree. If they damage the tree, they can be sued by the tree's owner.
- e. Safety:
 - 1) Sandy reported the Colorado Springs Fire Department provide him the statistics for this year's Chipping program.
 - a) In May, 26 homes participated and the CSFD collected 9 cubic yards (0.9 tons)
 - b) In August, 42 homes participated and the CSFD collected 24 cubic yards (2.4 tons).

Marty motioned the meeting be adjourned. Vonney seconded the motion. The meeting was adjourned at 6:53 PM.

The next regularly scheduled meeting will be: **Tuesday, 12 October 2021 at 5:30 pm**. 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: John Potterat, Judie Werschkey
- SOCIAL/WELCOME: BOARD COORDINATOR – Janice Marie-Gallof/Dorothy Hornby (Welcome)
SOCIAL MEMBERS: Susan Henderson, Bill Hoover, Kala Loptien, Amanda Schneider
- MEMBERSHIP: BOARD COORDINATOR – Marty Henderson (maintains database)
MEMBERS: Open
- COMMUNICATIONS: BOARD COORDINATOR - Vicki Tostanoski
MEMBERS: Susan Henderson (Newsletter),

ATTACHMENT 1
Board Meeting Agenda
21 September 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 Update
 - b. Block Party Review
6. New Business
 - a. Annual Homeowners Meeting (Date, Location, Agenda, Slate of candidates)
 - b. September/October Newsletter (Schedule, Contents)
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/ Historic Neighborhoods Partnership
 - d) Covenants
 - e) History
 - f) Safety
8. Adjourn

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

As of August 31 2021			
Sources	Number	\$ Amount	
2021 Dues Paid USPS	205	\$6,150.00	2 more than last month
2021 Dues Paid via PayPal	6	\$172.98	Same as last month
2021 Dues Prorated	0	\$0.00	
2021 Dues Paid Extra	1	\$89.16	
2021 Dues Paid Extra	1	\$3.47	
Totals for 2021	211	\$6,415.61	
% of 314 Homes that Paid 2021 Dues	67.20%		
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%		
Number of Trash Customers	161		3 more than last month
% of 314 Homes that have signed up for trash	51.27%		
Operating Checking Account Balance		\$15,524.56	
Commitment to Waste Connection		\$8,593.47	
History Book Fund		\$501.04	
Operating Balance		\$6,430.05	
Reserve Account Balance		\$2,360.80	
Total Available HOA Funds		\$8,790.85	

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

9:59 AM

09/08/21

**Country Club Homeowners Association
Reconciliation Detail
US Bank - Operating, Period Ending 08/31/2021**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						16,794.90
Cleared Transactions						
Checks and Payments - 3 items						
Bill Pmt -Check	08/02/2021	EFT	Waste Connections	X	-2,094.41	-2,094.41
Check	08/16/2021	457	Historic Neighborho...	X	-75.00	-2,169.41
Check	08/23/2021	Debit	GoDaddy.com	X	-179.88	-2,349.29
Total Checks and Payments					-2,349.29	-2,349.29
Deposits and Credits - 4 items						
Deposit	07/31/2021			X	74.30	74.30
Deposit	08/04/2021		American Family Ins	X	886.00	960.30
Deposit	08/18/2021			X	38.65	998.95
Deposit	08/27/2021			X	80.00	1,078.95
Total Deposits and Credits					1,078.95	1,078.95
Total Cleared Transactions					-1,270.34	-1,270.34
Cleared Balance					-1,270.34	15,524.56
Uncleared Transactions						
Checks and Payments - 4 items						
Check	07/26/2021	455	Schneider Amanda		-125.91	-125.91
Check	07/26/2021	456	Gallof Sanford		-54.40	-180.31
Check	08/27/2021	458	Gallof Sanford		-212.21	-392.52
Check	08/27/2021	459	Hoover William P		-38.97	-431.49
Total Checks and Payments					-431.49	-431.49
Total Uncleared Transactions					-431.49	-431.49
Register Balance as of 08/31/2021					-1,701.83	15,093.07
New Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	09/07/2021	EFT	Waste Connections		-2,108.20	-2,108.20
Total Checks and Payments					-2,108.20	-2,108.20
Total New Transactions					-2,108.20	-2,108.20
Ending Balance					-3,810.03	12,984.87

ATTACHMENT 4
Reconciliation Summary - Reserve

10:03 AM

09/08/21

Country Club Homeowners Association
Reconciliation Summary
US Bank - Reserve, Period Ending 08/31/2021

	<u>Aug 31, 21</u>
Beginning Balance	2,360.80
Cleared Balance	2,360.80
Register Balance as of 08/31/2021	2,360.80
Ending Balance	2,360.80

**ATTACHMENT 5
ANNUAL MEETING ANNOUNCEMENT**

ANNOUNCEMENT OF ANNUAL HOMEOWNERS MEETING – 23 October 2021

- a. The annual meeting of the CCHOA Homeowners will be held on 23 October 2021 at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909, starting at 9 :00 AM. Masks will be required due to COVID-19 restrictions.
- b. The agenda for this meeting is:
 - 9:00 – 9:30 Check In and Social – Meet your Neighbors
 - 9:30 – 9:40 Opening / Introductions
 - 9:40 – 9:55 2020/2021 In Review
 - 9:55 – 10:10 Board Nominations and Vote
 - 10:10 – 10:25 Collect/Count Ballots
 - Trash Service/Financial Status Review during Ballot Count
 - 10:25– 10:30 Announce Voting Results, Seat New Board
 - 10:30 Adjourn
- c. We will also be seeking volunteers for the following: Communications, Welcome to the Neighborhood, Safety, and Social activities.
- d. The proposed slate of Board and Committees are:
 - President- Marty Henderson (Up for election)
 - Vice President – (Up for election)
 - Treasurer – Ken Francois (Up for election)
 - Secretary – Amanda Schneider (Up for election)
 - Directors at Large
 - Dorothy Hornby – (One more year to serve)
 - Steve Paradis – (Up for election)
 - Vicki Tostanoski – (One more year to serve)
 - Sandy Gallof – (Up for election)
- e. Nominations for any open/up for reelection positions will also be accepted from the floor.
- f. Please bring your ballot to the meeting.
- g. If you cannot attend, you can vote and drop off your completed ballot at the secure mailbox at 2847 Marilyn Road.

Respectfully,
Sanford Gallof, Secretary
CCHOA BOARD

ATTACHMENT 6

23 October 2021 Annual Homeowners Meeting

President

- Marty Henderson
- Write – In _____

Vice President

-
- Write – In _____

Treasurer

- Ken Francois
- Write – In _____

Secretary

- Amanda Schneider
- Write – In _____

Directors at Large

- Sandy Gallof
- Steve Paradis
- Write – In _____

Owner (Print Name): _____

Owner (Signature): _____

Address: _____

**ATTACHMENT 7
VOLUNTEER SIGNUP SHEET**

Areas I am interested in:

- Communications Activities
 - Web Site
 - Facebook
 - Newsletter
- Welcome to Neighborhood Activities
- Safety Activities
- Trash Service/Neighborhood Clean Up Activities
- Social Activities
- Palmer Park Clean Up Activities
- Other (Please specify) _____

Name (Print Name): _____

Address: _____

Phone: (Home) _____ (Cell) _____

Email: _____

SOCIAL COMMITTEE REPORT

The Ice cream social/book swap seemed to be a success based on the attendance of approximately 75 neighbors, the large number of books available, and positive comments provided.

There were a lot of books remaining after the event and some ice cream and water bottles were part of the leftovers. The remaining books will be donated. The ice cream and water will be saved for the next social event.

The social team members all certainly contributed to making this event a success.

On August 5 the committee met to discuss the 8/28 Block party. Postcards (similar to the past event) to notify neighbors have already been mailed and likely received by now.

Most of our meeting was spent discussing the continual threat of COVID-19. With the increase in cases reported due to the less than satisfactory vaccination rate and the new variant, we considered the options of having the block party: to have it as planned, to cancel, or to postpone it until mid Sept. Two members voted to still have it as planned and two members leaned toward cancelling or postponing it.

We all agreed that the Board should vote on 8/10 on what to do with the Block Party and we would follow their decision.