



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 – 10 July 2018

President Steve Paradis called the meeting of the CCHOA Board to order at 5:40 PM on 10 July 2018 at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909.

Present: John Cunning, Sandy Gallof, Janice Marie-Gallof, Marty Henderson, Vicki Tostanoski, and Steve Paradis. Anne Hudnall, Dave May, and Hayden Gregory were absent.

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 12 June 2018 were presented. Janice motioned that the minutes be approved. Vicki seconded the motion. The minutes were approved unanimously.
- b. The minutes of the special Board Meeting held on 25 June 2018 were presented. Marty motioned that the minutes be approved. Janice seconded the motion. The minutes were approved unanimously.

FINANCIAL REPORT (Marty Henderson):

- a. The Treasurer's Financial Statements for the period ending 30 June 2018 are provided in Attachments 2 and 3. Marty also provided a spreadsheet showing dues payments to date (Attachment 4).
- b. Janice motioned that the Financial Report be approved. Vicki seconded the motion. The Financial Report was approved unanimously.
- c. Marty reported he has received an Attorney bill for \$2112. This expense will show up in the July report.

COMMUNICATIONS REPORT

- a. The next newsletter will address Wild Fire Mitigation, the Summer party, Trash Service Options, and the Townhalls to address the proposed updated Covenants.
 - 1) Susan Henderson had drafted the newsletter by the end of June 2018.
 - 2) However, in the last 30 days, the Townhall dates have been finalized, the Annual Membership Meeting date has been finalized, significant progress has been made on the governing documents, and Steve has made progress with Fire Mitigation meetings with the Greencrest and Saint Andrews HOAs.
- b. Steve stated the Newsletter should be revised to capture the latest information.
- c. In the interim, the invitations for the Block Party shall go out via emails and postcards by 14 July 2018.
- d. Later email blasts will address the Townhall and Annual Homeowner Meeting dates.

CONO REPORT (John Cunning):

- a. John reported CONO has moved to 1414 North Hancock (Senior Center).
- b. John also stated that we are still getting much less communications from CONO since the CONO leadership change.
- c. Robert Davis and Sara Vaas remain John's points of contact.
- d. On a related matter, Steve stated he plans to attend the PlanCOS meeting on 11 July 2018 to learn what the City is planning.

HISTORY COMMITTEES (Janice Marie-Gallof):

- a. The meeting of the History Committee scheduled for Tuesday, June 19, 2018 at 6 P.M. at 2847 Marilyn Rd was cancelled due to scheduling conflicts.
- b. The next meeting of the History Committee will be on 16 July 2018 at 7:00 PM at 2847 Marilyn Road. This meeting will discuss the way ahead for those interviews that have not received interviewee approval yet.

WELCOME COMMITTEE (Anne Hudnall)

- a. No report.

MEMBERSHIP COMMITTEE ((Steve Paradis)

- a. No report

COVENANTS COMMITTEE (Dave May)

- a. See Old Business discussion.

SAFETY COMMITTEE (Open)

- a. No report

SOCIAL COMMITTEE (Open)

- a. No report

OLD BUSINESS

- a. Garbage Service:
 - 1) Marty reported the seven current/past Board members signed up for Waste Connections trash service have all received their totes.
 - 2) Marty reported the billing process is working well.
 - 3) All agree to accelerate the roll out of the trash service to the rest of the HOA. If people want to sign up early, they just need to contact Marty.
 - 4) Steve stated we should hold off on web site signups until later this year.

- 5) Vicki stated we can put up a page on the Web site with trash service information with a link to a form for signing up. She suggested mailing the filled in form to Marty.
- 6) Steve stated we did not want to rush sign ups. He wants to make sure everything is working before we expand to all members.
- 7) Marty stated doing monthly billing is too much work and he prefers annual billing once everything is set up.
- 8) Steve stated we should start the signup process at the Townhall and Annual meetings.
- 9) Steve stated we need a documented procedure for trash service signup.
- 10) Steve also stated we need to document the methodology used to arrive at the proposed trash service.
- 11) Marty will develop the procedure and methodology documents.

b. Covenants Legal Counsel Status

- 1) Dave and Sandy met 18 June 2018 to assess Aaron Goodlock's (Orten, Cavanaugh, and Holmes, LLC) Covenants recommendations.
- 2) Steve reported Dave and Sandy met with him on 25 June 2018 to discuss the voting process, required communications, and the ballots to be used.
- 3) Aaron submitted comments on the Bylaws 29 June 2018. The most significant changes recommended by Aaron were to bring us into compliance with the Non-Profit Act.
- 4) Steve and Sandy met on 10 July 2018 to discuss Aaron's Bylaws recommendations.
- 5) Steve, Sandy, and Aaron will meet 11 July 2018 to discuss the governing documents.
- 6) Steve suggested Dave develop the methodology document to describe how the draft Covenants were developed.
- 7) The aim is to have all the governing documents ready to go to a printer by the end of July 2018.
- 8) Janice asked if the Covenants will show from where the requirements came (e.g., City Code). Steve stated we would explain the methodology used to develop the draft Covenants at the Townhall meetings.
- 1) We will send out a clean version of the Covenants to all Owners and have a version of the Covenants showing the origin of requirements on the web site if Owners wish to review the requirement sources.
- 2) Sandy suggested putting the old Covenants on the web site so people can see the current active Covenants.
- 9) Steve suggested a one-page summary to go with the governing documents package explaining how we got to where we are with the Covenants.

c. Block Party Planning

- 3) Steve estimated 75-100 people will attend the Block Party.
- 4) He and Tom Waugh will do the grilling.
- 5) The HOA will provide drinks, hamburgers, and hot dogs.
- 6) The Block Party will be on Steve's, Tom's, etc. driveways, not in the street.
- 7) Waste Connections will provide Porta Potties (2) and totes for trash collection. No Waste Connection personnel will be at the party.
- 8) Vicki suggest the Totes have signs saying donated by Waste Connections.
- 9) Steve and Tom will provide tables and coolers

10) An Ice Cream truck will be at the party for those who want to buy ice cream.

11) Steve reiterated he would like to provide food plates for housebound neighbors.

NEW BUSINESS

- a. Vicki brought up the email she received from Linda Kittiel regarding the Police Department asking for anyone who has been a victim of a Burglary of Motor Vehicle or Residential Burglary, since June 1st, and HAS NOT REPORTED THE CRIME to police to contact them via email at garciana@ci.colospgs.co.us.
- b. They are also requesting that anyone who was a victim, and did report the case to police and received a case number, to also email garciana@ci.colospgs.co.us their case number.
- c. Vicki was concerned if this crossed the line between Neighborhood Watch and the HOA.
- d. Steve stated Vicki could use her discretion in send out the request since this is a Safety, not a Neighborhood Watch, issue.
- e. Janice asked if Neighborhood Watch was active. Steve replied he did not think it was.

The meeting was adjourned at 6:50 PM.

The next regularly scheduled meeting will be: **Tues, 14 August 2018 at 5:30 pm at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909, and will concentrate on Townhall planning. There may be special meetings prior to 14 August to discuss the Townhall meetings and rehearse the presentations.**

Respectfully submitted,
Sanford Gallof, Secretary
CCHOA BOARD

Board Positions as of Nov 2017:

President Steve Paradis
Vice President ..Janice Marie-Gallof
Treasurer..... Marty Henderson
Secretary..... Sandy Gallof

Chairman Architectural Control Committee (open) (Committee presently merged with Covenants for time being)

At-Large Hayden Gregory.....Assistant Treasurer
At-Large John Cunning.....CONO Representative
At-Large Dave May.....Covenants
At-Large (open).....Safety Committee
At-Large Vicki Tostanoski.....Chief Information Officer - Communications
At-Large (open).....Social Committee
At-LargeAnne Hudnall.....Welcome Committee

COMMITTEES:

- **COVENANTS/ARCHITECTURE: BOARD COORDINATOR - Dave May**
MEMBERS: Peter Ashby, David Corrow, Ivan Davidson, Sandy Gallof, Eugenia Nelson, Vonney Northrop, Curt Torrence, Bob Werschky
- **SAFETY: BOARD COORDINATOR - OPEN**
MEMBERS: Butch Bancroft, Sandy Gallof, Marty Henderson, Joe Adducci
- **WELCOME: BOARD COORDINATOR – Anne Hudnall**

MEMBERS: Deb Berwick, Mary Corrow, Grace Yenne, Dorothy Hornby, Jen Williamson, Shari Walker, Mary Masters

- HISTORY: BOARD COORDINATOR- Janice Marie-Gallof
MEMBERS: Mary Corrow, Deb Berwick, John Potterat, Judie Werschkey
- **SOCIAL: CHAIRPERSON - OPEN**
SOCIAL MEMBERS: Patty Pettus, Michelle Secor, Eugenia Nelson
- MEMBERSHIP: BOARD COORDINATOR – Marty Henderson (maintains database)
MEMBERS: Bruce Hanson, Susan Henderson, Dorothy Hornby, Kim Lieder, Mary Masters
- COMMUNICATIONS: BOARD COORDINATOR - Vicki Tostanoski
MEMBERS: Susan Bancroft
- CONO: BOARD COORDINATOR - John Cunning
MEMBERS: **It was suggested Board members should rotate attendance**

**ATTACHMENT 1 – AGENDA FOR THE MEETING
Board Meeting Agenda**

10 July 2018

**Ascension Lutheran Church, 2505 North Circle Drive,
Colorado Springs, CO 80909**

1. Convene **5:30 am**
2. Roll Call
3. Reading and Approval of Minutes of Previous Meeting
4. Approval of Financial Report
5. 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) Communications
 - b) CONO
 - c) Covenants/Architecture (Defer to Old Business)
 - d) History
 - e) Welcome
6. Old Business (matters previously introduced which have come over from the preceding meeting)
 - a) Garbage Service
 - b) Covenants Status
 - c) Block Party (Picnic) Planning
7. Adjourn

ATTACHMENT 2 TREASURER'S REPORT: RECONCILIATION SUMMARY

6:08 PM
06/30/18

Country Club Homeowners Association
Reconciliation Summary
US Bank –Operating, Period Ending 06/30/2018

	Jun 30, 18
Beginning Balance	7,182.04
Cleared Transactions	
Checks and Payments –2 Items	-79.74
Deposits and Credits –7 Items	226.83
Total Cleared Transactions	147.09
Cleared Balance	7,329.13
Uncleared Transactions	
Checks and Payments –1 Item	-879.00
Total Uncleared Transactions	-879.00
Register Balance as of 06/30/2018	6,450.13
Ending Balance	6,450.13

ATTACHMENT 3 TREASURER'S REPORT: RECONCILIATION SUMMARY-RESERVES

6:03 PM

06/30/18

Country Club Homeowners Association
Reconciliation Summary
US Bank -Reserve, Period Ending 06/30/2018

	<u>Jun 30, 18</u>
Beginning Balance	860.80
Cleared Balance	860.80
Register Balance as of 06/30/2018	860.80
Ending Balance	860.80

Page 1

ATTACHMENT 4
TREASURER'S REPORT: DUES COLLECTION

As of June 30 2018			
Sources	Number	\$ Amount	
2018 Dues paid in 2017	7	\$210.00	
2018 Dues paid via PayPal with credit card	25	\$720.75	Fee of \$1.17 per transaction
2018 Dues Paid via PayPal via checking account	1	\$30.00	No transaction fee
2018 Dues Paid via USPS	122	\$3,660.00	
2018 Dues Paid Via USPS odd amount	1	\$35.00	
2018 Dues Paid via cash	1	\$30.00	
Totals for 2018	157	\$4,685.75	
% of 315 Homes that Paid 2018 Dues	49.84%		
2019 Dues Paid USPS	1	\$30.00	
Totals for 2019	1	\$30.00	
Total Dues received in 2018	158	\$4,715.75	
Operating Account Balance		\$7,329.13	
Reserve Account Balance		\$860.80	
Total HOA Funds		\$8,189.93	