



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

Homeowners' Association

www.countryclubestateshoa.org

MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 13 March 2018

President Steve Paradis called the meeting of the CCHOA Board to order at 5:30 PM on 13 March 2018 at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909.

Present: John Cunning, Sandy Gallof, Janice Marie-Gallof, Anne Hudnall, Dave May, and Steve Paradis. Vicki Tostanoski joined the meeting at 6:00 PM. Hayden Gregory and Marty Henderson 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 13 February 2018 were presented. Janice motioned that the minutes be approved. Dave seconded the motion. The minutes were approved unanimously.

FINANCIAL REPORT (Marty Henderson):

- a. The Treasurer's Financial Statements for the period ending 28 February 2018 are provided in Attachments 2 and 3. Marty also provided a spreadsheet showing dues payments to date (Attachment 4).
- b. Dave motioned to approve the financial report. Janice seconded the motion. All approved.

CONO REPORT (John Cunning):

- a. Waiting to see how the CONO leadership transitions and the impact to CONO. Diane Loschen is the new Chief Executive Officer
- b. There is a homeowners support group at the CONO Office, the second Thursday of the month at 5 to 6:30 PM. This meeting replaces the previous round table discussion. There is no charge for the meeting. **John plans to attend the April 12th meeting.**
- c. **Volunteers to assist John in supporting CONO are still needed.**
- d. Sara Vaas (formally Sara Poe) is the CONO Assistant Director.

HISTORY COMMITTEES (Janice Marie-Gallof):

- a. Report for 6 March 2018 meeting provided as Attachment 5. Report was accepted with no changes.
- b. Sandy reported we have maps of our neighborhood area from the 1890s to the present. **He provided a thumb drive to Steve with the map files in the hope we can some of the pictures available for the Fire Mitigation social.**
- c. **Janice stated she would like to have history tidbits (on the order of 1-2 sentences) in each newsletter as well as an interview.**

WELCOME COMMITTEE (Anne Hudnall)

- a. Report provided as Attachment 6.
- b. Steve asked about the packet he provided to Anne. Anne has replicated the packet and it is ready to go. **Steve would like each homeowner eventually to have a packet.**

MEMBERSHIP COMMITTEE ((Steve Paradis)

- a. No report

COVENANTS COMMITTEE (Dave May)

- a. Report was deferred to Old Business.

SAFETY COMMITTEE (Open)

- a. No report

SOCIAL COMMITTEE (Open)

- a. No report

OLD BUSINESS

- a. Trash Service:
 - 1) Dave has provided the Pinecliff HOA information to Steve. Steve has provided this data to Hayden and Marty.
 - 2) Hayden has a client who is the number 2 person at Bestway.
 - 3) Steve has a point of contact at Springs Waste.
 - 4) Dave stated that Bestway already has a lot of homes covered in our area. We therefore want Bestway to partner with us to build community. He also stated we need to get the prices down to incentivize homeowners to join the HOA.
 - 5) Dave also stated that dumpster prices could possibly be part of the negotiation package.
 - 6) Dave also stated we need to emphasize that we will do all the paperwork (billings and receipt of payments, etc.) as part of the package.
 - 7) Steve reported Marty walked the neighborhood to check who are the current service providers. The major service providers in our area are Bestway Disposal and Springs Waste.
 - 8) Steve asked Dave to be part of the negotiation team
 - 9) The team will meet in early April (Steve, Dave, Marty, and Hayden).**
- b. Colorado Springs Charter Academy:
 - 1) Marty and Steve met with the new Principal (Dan Ajamian). He was impressed with what the HOA is trying to do.
 - 2) The Principal was aware of the existing traffic issues.

- 3) The Principal wants to work with us on fire mitigation, trash service, and North Chelton Road gutter issues.
 - 4) The Principal wants to have 12 grades at the Charter Academy. The facility has room for 400-500 students, with approximately 150 potential high school students.
 - 5) The Principal will invite the HOA to Charter Academy Board meetings.
- c. Covenants Legal Counsel:
- 1) Dave will meet with Sandy on 14 March to do a final analysis of the Bylaws, Covenants, and Summary of Policies, Operational Procedures, and Rules.
 - 2) This final analysis will ensure no differences exist between these three documents.
 - 3) The documents, after any required modifications to ensure consistency and compatibility, will then be ready for legal counsel review.
 - 4) The legal counsel review will be to assess if the documents are defensible and are the wording appropriate. We do not want legal counsel to do a rewrite of any of these documents.
 - 5) Dave stated he needs authority to spend money for the legal counsel effort.
 - 6) Dave stated he would initially ask for a review of all three documents. If the proposed cost was too high, he would then propose only reviewing the Bylaws and Covenants.
 - 7) Steve proposed authorizing up to \$2000. The Board agreed to this proposal unanimously.

NEW BUSINESS

- a. Social
- 1) Social Committee Chairperson: Still not filled.
 - 2) Fire Mitigation Meeting:
 - a) Steve reported we are now a Firewise Neighborhood (one of 25 in Colorado Springs).
 - i. Every year we have to apply to receive this designation.
 - ii. This allows us up to pursue fire mitigation grants.
 - iii. Steve wants to work with the Fire Department to go after a grant for Palmer Park.
 - b) Mayor Suthers is on the Council of Mayors and supports fire mitigation efforts there.
 - c) Colorado Springs is now the 39th largest city in the US (based upon area and population)
 - d) Waldo Canyon and Black Forest wildfires produced a lot of lessons learned, both for Colorado Springs and the nation.
 - e) Steve, Dave and Sandy attended a Wildfire Mitigation Champion Workshop on 10 March 2018. Notes on this workshop are provided in Attachment 7
 - f) The National Fire Protection Agency is working with the Forest Service and the Interior Department on wildfire mitigation.
 - g) Sandy asked if we could look into the Charter Academy teaming with us and the Guardians of Palmer Park to work on fire mitigation in the park.
 - h) Anne will get beverages on 16 March 2018 for the Fire Mitigation social. This will include a two pound can of coffee.
 - i) Anne will also get cookies and four fruit trays just before the social

- j) Steve said we should plan for about 70 attendees
 - k) Jeremy Taylor will bring three 72-hour emergency kits and the raffle tickets for the raffle.
 - 3) Block Party: Deferred to next meeting
- b. Communications
 - 1) Social Communications support:
 - a) HOA Facebook page: Deferred to next meeting.
 - 2) Fire Mitigation Meeting
 - a) Jeremy Taylor is preparing the information for the meeting and will send this information to Steve.
 - b) Jeremy is planning to bring 100 fire mitigation packets.
 - c) John asked if we have invited the owners on North Chelton outside of our HOA. Steve replied Jeremy was to take care of that.
 - d) Dave asked who the speaker will be. Steve replied it will be either Jeremy Taylor or Ashley Whitworth. Dave stated the speaker needs to emphasize how important fire mitigation efforts are to our neighborhood.
 - e) Steve asked how we can help our elderly neighbors with fire mitigation efforts. He suggested asking for volunteers at the Fire Mitigation meeting. We, with the Fire Department, need to identify what houses need fire mitigation and then discuss the issues with homeowners.
 - i. Vickie suggested starting with an e-mail asking elderly neighbors if they need help with fire mitigation.
 - ii. Steve stated, for houses to be considered for mitigation help, the owner must be an HOA member.
 - 3) Steve stated we need a social media protocol for the Board. We need guidance in place to respond to social media comments that could impact the HOA.
 - 4) Vicki asked if complainers have to be identified by name to the person being complained about.
 - 5) Newsletter
 - a) Susan Henderson has volunteered to be the newsletter editor.
 - b) The first newsletter this year was completed and, after the Board meeting, the Board members will prepare the newsletter for mailing. The newsletter should go out in the mail before the end of the week (16 March 2018).
 - 6) E-mail Blasts: Deferred to next meeting.

The meeting was adjourned at 7:05 PM.

The next regularly scheduled meeting will be: **Tues, 8 April 2018 at 5:30 pm at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909.**

Respectfully submitted,
Sanford Gallof, Secretary

file: HOA Board Meeting Minutes-18/03/13

<http://www.countryclubestateshoa.org>

CCHOA BOARD

Board Positions as of Nov 2017:

President Steve Paradis

Vice President ..Janice Marie-Gallof

Treasurer.....Marty Henderson

SecretarySandy 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 HudnallWelcome 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, Janice Marie-Gallof, 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

13 Mar 2018

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. 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
 - d) History
 - e) Welcome
6. Old Business (matters previously introduced which have come over from the preceding meeting)
 - a) Garbage Service
 - b) Colorado Springs Charter Academy
 - c) HOA Facebook Page
 - d) Covenants Legal Counsel
7. New Business (matters initiated in the present meeting)
 - a) Social
 - 1) Social Committee Chairperson
 - 2) Fire Mitigation Meeting Social/Raffle
 - i. Food pickup/storage
 - ii. Setup
 - iii. Raffle tickets

- 3) Block Party
 - i. Location Pros/Cons
 - ii. Volunteers
 - iii. Planning Activities

- b) Communications
 - 1) Social Communications support
 - 2) Fire Mitigation Meeting Announcement
 - 3) Newsletter
 - 4) E-Mail Blasts

8. Adjourn

ATTACHMENT 2 TREASURER'S REPORT: RECONCILIATION SUMMARY

4:35 PM
03/01/18

Country Club Homeowners Association
Reconciliation Summary
US Bank - Operating, Period Ending 02/28/2018

	Feb 28, 18	
Beginning Balance	4,468.03	
Cleared Transactions		
Checks and Payments - 3 items	-50.41	
Deposits and Credits - 6 items	532.98	
Total Cleared Transactions	482.57	
Cleared Balance	4,950.60	
Register Balance as of 02/28/2018	4,950.60	
Ending Balance	4,950.60	

ATTACHMENT 3

TREASURER'S REPORT: RECONCILIATION SUMMARY - RESERVES

4:31 PM
03/01/18

Country Club Homeowners Association
Reconciliation Summary
US Bank - Reserve, Period Ending 02/28/2018

	Feb 28, 18
Beginning Balance	522.71
Cleared Transactions	
Deposits and Credits - 3 items	50.41
Total Cleared Transactions	50.41
Cleared Balance	573.12
Register Balance as of 02/28/2018	573.12
Ending Balance	573.12

ATTACHMENT 4 TREASURER'S REPORT: DUES COLLECTION

As of Feb 28 2018			
Sources	Number	\$ Amount	
2018 Dues paid in 2017	7	\$210.00	
2018 Dues paid via PayPal with credit card	17	\$490.11	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	28	\$840.00	
Totals for 2018	53	\$1,570.11	
% of 316 Homes that Paid 2018 Dues	16.77%		
2019 Dues Paid USPS	1	\$30.00	
Totals for 2019	1	\$30.00	
Total Dues received in 2018	54	\$1,600.11	
Operating Account Balance		\$4,950.60	
Reserve Account Balance		\$573.12	
Total HOA Funds		\$5,523.72	

ATTACHMENT 5

HISTORY COMMITTEE REPORT

CCHOA History Committee

Minutes of the committee meeting held on March 6, 2018 at 6 p.m. at 2847 Marilyn Rd.

Present: Janice Marie-Gallof, Chair, Deb Berwick, John Potterat, Judie Werschky

Absent: Mary Corrow

1. Actions taken:
 - a. With the HOA newsletter to be published by the end of this week, the committee decided that the interview to be included should be the one of John and Greta Cunning. Approval by George Sweanor of his interview and a signed release form by him would not be available for the upcoming newsletter, as hoped.
 - b. More interviews will be pursued as follows:
 - 1) Carl R. Ross, 3002 Chelton Dr., and Barbara Pattee, 2512 Bennett Ave., by Deb B.
 - 2) Eugene Nirk, 3018 Country Club Dr.; Clara Remele, 2530 Fairview Cir.; and Evelyn Closson, 2529 Bennett Ave. by John P.
 - 3) Bill Greer, 2714 N. Chelton Rd.; Marge Westbay, 2518 Fairview Cir.; Ed Stark 's son, 3020 Leslie Dr.; David Supperstein, 3104 Leslie Dr.; Bill Sinclair, 3007 Chelton Dr. by Judie W. She will also write her own interview as a long term resident of our HOA.
 - 4) Marguerite Duncan, 2818 Marilyn Rd.; Carl Willenbrock; and Dr. Herman Hansen, 2711 Grandview Ln. by Janice M-G.
 - c. At this time, 7 interviews have been completed with the interviewee's approval received. Eleven interviews are pending approval, i.e. release letter signed by the interviewee. As listed above, 14 interviews will be pursued in the next couple of months.
 - d. Judie W. will continue to canvas the older city directories of the 1950s and 60s to gain information on original or former homeowners in our HOA.
 - e. Deb devised a questionnaire to send to those persons who might more likely give us written input versus an interview. This approach has proved successful with a couple of homeowners
 - f. Janice has been researching in the Gazette newspaper indexes for news items related to current/former homeowners, builders, etc.
 - g. The committee members decided that, if multiple attempts have been made to contact (either by phone or letter) a homeowner for an interview and there has

been no response, this will be noted and the persons will be pursued again at a much later date.

- h. Everyone heartily agreed that the History Committee's need for input (interviews or otherwise) and neighborhood pictures should be promoted especially as a part of the history column in the newsletter.
2. Meeting adjourned 8:00 pm.

ATTACHMENT 6 WELCOME COMMITTEE REPORT

Welcome folders are purchased
Copies of about 12 pages of info per folder done, n/c
Papers are cut in a staggered fashion to match sample package.

Confirmed Mary Corrow's interest to volunteer & asked of Grace Yenne's. (Haven't heard from her yet).

Will see about rounding up some volunteers to walk this month & try to finish up reaching out to new homeowners.

ATTACHMENT 7

NOTES ON WILDFIRE MITIGATION CHAMPIONS WORKSHOP

Notes of the 2018 Wildfire Mitigation Champions Workshop – 10 March 2018

The Colorado Springs Fire Department (CSFD) conducted the meeting.
CCHOA Members Present: Sandy Gallof, Dave May, Steve Paradis.
Guest: Jenny Paradis

- a. The meeting started at 9:30 AM with CSFD Fire Chief Ted Colas welcoming the attendees.
- b. Fire Marshall Brett Lacey reported that the Mayor and he attended the Wildfire Leadership Council and met with the Department of the Interior, Mayor Suthers brought up the issue of needing more coordination with the Forest Service.
- c. Jeremy Taylor is now the Program Administrator: Fire Mitigation
 1. He is now planning to rework Community Wildfire Protection Plan (CWPP) and is looking for HOA volunteers to assist in the effort. Sandy Gallof volunteered to work on the subcommittee.
 2. He stated forest health is not the same as wildfire mitigation. Forest health may not mitigate wildfire dangers.
 3. He stated Colorado Springs is a leading example across the nation for community involvement.
 4. He stated USAA Insurance is a big partner in Fire Mitigation efforts.
 5. He further discussed the CWPP.
 - a) It identifies risk treatment
 - b) It identifies objectives/goals for the community
 - c) It helps in obtaining grant money.
 - d) Ute Valley Park project May 2018-April 2019 will perform mitigation efforts on 294 acres.
 - e) Denman Property project (near Broadmoor Bluffs), at same time, will perform mitigation efforts on 318 acres.
- d. Ashley Whitworth, Fire Mitigation Coordinator, is the Point of Contact for the Chipping program (385-7342, awhitworthspringsgov.com).
 1. Last year, the program chipped over 500 tons (approximately 5000 cubic yards).
 2. The Chipped material goes to Rocky Top Resources.
 3. 36, 485 homes are in the wildfire urban interface area.
 4. The CSFD has some provisions/codes for vegetation management.
 5. There are only seven fire inspectors for the 200 square miles encompassing Colorado Springs.
 6. Expectations are extreme wildfire conditions will exist May through July this year, particularly in the southwest part of the City and areas southwest of Colorado Springs.
 7. The typical fire directions are Southwest to Northeast.
 8. Beetle infestation is still present in Colorado
 9. Tusk moth infestation is not prevalent any more.
- e. Cathy Prudhomme, Firewise USA, discussed National Fire Protection Association (NFPA) efforts (nfpa.org).
 1. In 2017, 9.8 million acres burned across the US due to wildfires.
 2. In 2017, there were 66,131 wildfires across the US.
 3. In 2017, \$2.9 billion was spent suppressing these wildfires.
 4. People can mitigate wildfires better than any other natural disasters.

5. There are 124 Firewise sites in Colorado. These sites are neighborhood associations/HOAs that are working wildfire mitigation efforts.
6. CCHOA will be the 25th Firewise site in Colorado Springs.
7. In seven states, USAA did a study and found losses were less in Firewise sites. Therefore, they are planning to give discounts on homeowners insurance for Firewise sites.
8. Cathy discussed the Portal, an online NFPA tool to document annual risk reduction effort
9. The Insurance Institute for Business and Home Safety has videos online (<https://disastersafety.org/wildfire/wildfire-videos/>) showing wildfire research efforts.
- f. Steve accepted a plaque recognizing the CCHOA as the 25th Wildfire Mitigation Champion in Colorado Springs.

The meeting was adjourned at 11:15 AM.

Respectfully submitted,
Sanford Gallof, Secretary