



Country Club

Homeowners' Association

Dedicated to the protection

quality of neighborhood living

www.countryclubestateshoa.org

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

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

Present: Janice Marie-Gallof, Sandy Gallof, Marty Henderson, Dorothy Hornby, Dave May, Vonney Northrop, Vicki Tostanoski, and Steve Paradis. Hayden Gregory and David Corrow were absent.

Guest: Jen Williamson

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 9 October 2018 were presented. Sandy identified two wrong dates in the minutes. Dave motioned that the minutes be approved as amended. Vicki seconded the motion. The minutes were approved unanimously.
- b. The minutes of the Annual Homeowners Meeting held on 13 October 2018 were presented. Vicki 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 31 October 2018 are provided in Attachments 2 through 4
- b. Vicki motioned that the Financial Report be approved. Janice seconded the motion. The Financial Report was approved unanimously.
- c. Steve suggested separating the trash service funds from the other reports. Marty replied that was unnecessary since it is currently working well.
- d. **Marty stated he would check the IRS position on the trash funds versus HOA funds.**
- e. Marty filed the required annual report to the State and we are in good standing.

COMMUNICATIONS REPORT (Vicki Tostanoski): - No report.

CONO REPORT (Open): - No report.

HISTORY COMMITTEE (Janice Marie-Gallof):

- a. The History Committee report is provided as Attachment 5.
- b. The next scheduled History Committee meeting will be November 26, 2018 at 7 pm at 2847 Marilyn Road, Colorado Springs, CO.
- c. Janice asked if the history information is posted on the web site, how will people without internet access the information.

- d. Janice also asked if the entire report should be uploaded or just sections.
- e. Steve stated he prefers a printed document to avoid addresses and names being posted to the internet (for safety reasons). Vicki agreed we should not post names and addresses on the internet as part of the history report.
- f. Janice stated the final report should be about 50 pages.
- g. All the above should be further discussed during the 2019 planning meeting.

WELCOME COMMITTEE (Open): - No report

MEMBERSHIP COMMITTEE ((Steve Paradis): - No report

COVENANTS COMMITTEE (Dave May): - Deferred to New Business

SAFETY COMMITTEE (Open): -_No report

SOCIAL COMMITTEE (Open): -_No report

OLD BUSINESS

- a. Garbage Service Status:
 - 1) Marty reported we had 3 more residents pay their dues in October to receive the HOA trash service, all of whom paid via USPS. That brings us up to 58.7% membership in the HOA and 62 homes signed up for the trash service..
 - 2) Dave stated Pinecliff HOA started out with about 40 homes initially signing up for trash service and it took them four years to get to the current approximately 400 homes signed up.
- b. Annual Meeting Lessons Learned
 - 1) Setting and location are very important.
 - 2) Steve stated the meeting was not contentious and we stuck to the schedule.
 - 3) Steve stated that next year we should have one guest speaker with a very specific amount of time allocated for the speaker and questions.

NEW BUSINESS

- a. Audubon Elementary School -Jen Williamson, President o the Audubon Elementary School PTA discussed Audubon's status and potential community interactions.
 - 1) Audubon is a Science, Technology, Engineering, Art, and Mathematics (STEAM) school.
 - 2) Audubon students are very diverse and the teachers are very good.
 - 3) 60% of the students qualify for free/reduced lunch rates.
 - 4) There is a small pool of volunteers since many of the families are working families.
 - 5) There is a lack of word of mouth marketing for Audubon.
 - 6) Jen is working to improve community connections.
 - a) She is already working with the Ascension Lutheran Church.
 - b) There is a Friends program where volunteers work one on one with students to improve reading capabilities.
 - c) The PTA sponsors community holiday events.

- a. Individuals can join the PTA for \$10 a year while organizations can join for \$100 per year. All members get a bi-monthly newsletter.
 - d) Steve stated we should look at becoming a community partner. Two issues we can partner on are fire danger and security issues.
 - 7) Audubon does not have double set of doors for security – on District 11 priority list but not sure when the doors will be funded. Dave stated that security doors should not be a big construction effort and should be a priority for all schools.
 - 8) Steve stated that District 11 has too many facilities and has already closed Wasson and Longfellow schools in our neighborhood area. Steve stated the HOA was not organized enough at the time to fight these past closures.
 - 9) Having a good school in the area improves the neighborhood.
 - 10) The challenge is there are many charter schools in the area.
- b. Fire Mitigation – Firewise Status
 - 1) Sandy reported the required Firewise data was uploaded and we are in good standing.
 - 2) Steve reported the Colorado Springs Fire Department only has two paid people and four seasonal volunteers for Fire Mitigation.
 - 3) Sandy suggested notifying people of the free Chipping program in the next Newsletter.
 - 4) Vicki suggested seeing if we could move the Chipping week to mid-late June to allow more owners to perform cleanup. Steve will check.
 - 5) Steve wants a volunteer to head a committee which will identify homes that need help in fire mitigation.
 - c. Covenants Voting Status/Process
 - 1) Sandy reported approximately 115-120 people have turned in their ballots.
 - 2) Vicki suggested a letter from the HOA President to give to people asking them to vote.
 - 3) Steve stated he would craft the letter and an email for an email blast.
 - 4) Steve stated we need to identify those addresses to visit asking owners to vote.
 - 5) Dorothy asked if she could get the Century Heights list and ballots. She could start visiting her neighbors the weekend of 17 November.
 - 6) Janice stated that if go door to door, we need to make note of those addresses that did not get a set of Covenants and make sure we get back to them with a set.
 - 7) Vonney, Dorothy, Dave, Janice, Steve, and Marty volunteered to do door to door visits. Sandy will send them the current filing status of who has and has not voted.
 - d. Neighborhood Safety – Deferred to December Board Meeting
 - e. 2019 Calendar of Events – Deferred to December Board Meeting
 - f. Steve presented Pastor Holt a picture taken November 1957 of Ascension Lutheran Church.

The meeting was adjourned at 7:05 PM.

The next regularly scheduled meeting will be: **Tues, 11 December 2018 at 5:30 pm at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909. The main topic will be planning for 2019.**

Respectfully submitted,
Sanford Gallof, Secretary
CCHOA BOARD

Board Positions as of Nov 2018:

President Steve Paradis
Vice President .. Janice Marie-Gallof
Treasurer Marty Henderson
Secretary Sandy Gallof
At-Large Hayden Gregory Assistant Treasurer
At-Large Dorothy Hornby
At-Large David Corrow
At-Large Dave May Covenants
At-Large (open) Safety Committee
At-Large Vicki Tostanoski Chief Information Officer - Communications
At-Large (open) Social Committee
At-Large Vonney Northrop

COMMITTEES:

- COVENANTS/ARCHITECTURE: BOARD COORDINATOR - Dave May
MEMBERS: Peter Ashby, David Corrow, Sandy Gallof, Vonney Northrop, Curt Torrence,
- SAFETY: BOARD COORDINATOR - OPEN
MEMBERS: Open
- WELCOME: BOARD COORDINATOR – Open
MEMBERS: Deb Berwick, Mary Corrow, Grace Yenne, Dorothy Hornby, Jen Williamson, Shari Walker, Mary Masters
- HISTORY: BOARD COORDINATOR- Janice Marie-Gallof
MEMBERS: Deb Berwick, John Potterat, Judie Werschkey
- SOCIAL: CHAIRPERSON - OPEN
SOCIAL MEMBERS: Open
- MEMBERSHIP: BOARD COORDINATOR – Marty Henderson (maintains database)
MEMBERS: Bruce Hanson, Dorothy Hornby, Kim Lieder, Mary Masters
- COMMUNICATIONS: BOARD COORDINATOR - Vicki Tostanoski
MEMBERS: Susan Bancroft
- CONO: BOARD COORDINATOR - Open
MEMBERS: It was suggested Board members should rotate attendance

ATTACHMENT 1 – AGENDA FOR THE MEETING
Board Meeting Agenda
13 November 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 Status
 - b) Annual Meeting – Lessons Learned
7. New Business
 - a) Covenants Voting Status/Process – who counts and validates
 - b) Fire Mitigation – Firewise Status
 - c) Audubon Elementary Scholl
 - d) Neighborhood Safety
 - e) 2019 Calendar of Events
8. Adjourn

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

As of October 31 2018			
Sources	Number	\$ Amount	
2018 Dues paid in 2017	7	\$210.00	
2018 Dues paid via PayPal with credit card	28	\$807.24	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	146	\$4,380.00	
2018 Dues Paid Via USPS odd amount	2	\$52.18	
2018 Dues Paid via cash	1	\$30.00	
Totals for 2018	185	\$5,509.42	
% of 315 Homes that Paid 2018 Dues	58.73%		
2019 Dues Paid USPS	2	\$60.00	
2019 Dues Paid via PayPal	1	\$28.83	
Totals for 2019	3	\$88.83	
Total Dues received in 2018	188	\$5,598.25	
Operating Account Balance		\$2,880.03	

ATTACHMENT 3

TREASURER'S REPORT: RECONCILIATION DETAIL-OPERATING

2:01 PM
11/01/18

Country Club Homeowners Association
Reconciliation Detail
US Bank –Operating, Period Ending 10/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,658.70
Cleared Transactions						
Checks and Payments –2 items						
Check	09/28/2018	410	Delozier Robert	X	-60.00	-60.00
Bill Pmt -Check	10/01/2018	EFT	Waste Connections	X	-662.50	-722.50
Total Checks and Payments					-722.50	-722.50
Deposits and Credits –9 items						
Deposit	09/28/2018			X	177.00	177.00
Deposit	09/29/2018			X	72.00	249.00
Deposit	10/05/2018			X	42.00	291.00
Deposit	10/14/2018			X	28.83	319.83
Deposit	10/14/2018			X	142.00	461.83
Deposit	10/19/2018			X	58.00	519.83
Deposit	10/21/2018			X	198.00	717.83
Deposit	10/24/2018			X	198.00	915.83
Deposit	10/26/2018			X	28.00	943.83
Total Deposits and Credits					943.83	943.83
Total Cleared Transactions					221.33	221.33
Cleared Balance					221.33	2,880.03
Uncleared Transactions						
Checks and Payments –1 item						
Check	10/10/2018	411	Ascension Lutheran ...		-250.00	-250.00
Total Checks and Payments					-250.00	-250.00
Total Uncleared Transactions					-250.00	-250.00
Register Balance as of 10/31/2018					-28.67	2,630.03
New Transactions						
Checks and Payments –1 item						
Bill Pmt -Check	11/01/2018	EFT	Waste Connections		-830.50	-830.50
Total Checks and Payments					-830.50	-830.50
Total New Transactions					-830.50	-830.50
Ending Balance					-859.17	1,799.53

ATTACHMENT 4 TREASURER'S REPORT: RECONCILIATION SUMMARY

1:53 PM
11/01/18

Country Club Homeowners Association
Reconciliation Summary
US Bank -Reserve, Period Ending 10/31/2018

	<u>Oct 31, 18</u>
Beginning Balance	360.80
Cleared Balance	360.80
Register Balance as of 10/31/2018	360.80
Ending Balance	360.80

ATTACHMENT 5

HISTORY COMMITTEE REPORT

The History Committee met October 22, 2018 at 7 pm at 2847 Marilyn Rd.
Present: Janice-Marie-Gallof, Chair; Deb Berwick; John Potterat; and Judie Werschky

Committee agreed that in order to meet the deadline for the completion of our final document by January, 2019, each of us would complete contents of the document:

Section of interviews with release forms signed: John will provide a summary as a preface to these interviews.

Section of interviews without release forms: Deb will determine and summarize any significant information that was not mentioned in the group of approved interviews.

Section on the history of pre-CCHOA neighborhood: Janice and Judie will produce this portion. Janice will write the preliminary section and Judie will edit this. Topics to be

covered will be: Colorado Springs Country Club, Palmer Park, Templeton Gap, Nordrach, Ranch, Benet Hill, San Luis Girls School, State Bird Farm, Mark Reyner Stables, Elizabeth Wright Ingraham designed houses.

The committee discussed how the document should be made available to all homeowners.

An online version which could be downloaded from the CCHOA website would reach the majority of homeowners however a printed copy should be made available to those homeowners without an internet connection. Janice will ask the Board for the feasibility of these two options. Deb proposed the idea that, if not all the interviews or contents of the other sections were made available at once on the website but added over a period of time, homeowners might check the web page more frequently.

Another discussion focused on whether or not the History Committee should continue to exist after the first document is published. A second document would possibly include other residents, perhaps those long-term but fewer than 40 years + in residence, and another group of those who are of the second generation of earlier homeowners. Not all current Committee members wish to be a part of the History Committee to produce a second document.

The next meeting will be held November 26, 2018 at 7 pm at 2847 Marilyn Rd.

The meeting adjourned at 8:15 pm.