



Country Club

Homeowners' Association

Dedicated to building our community

www.countryclubestateshoa.org

MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 13 October 2020

President Vonney Northrop called the meeting of the CCHOA Board to order at 5:35 PM on 13 October 2020 at 2847 Marilyn Road, Colorado Springs, Colorado.

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

Absent: Marty Henderson

Guest: Bill Hoover

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 September 2020 were presented. Dorothy motioned that the minutes be approved. Vonney seconded the motion. The minutes were approved unanimously.

FINANCIAL REPORT (Marty Henderson):

- a. The Treasurer's Financial Reports for the period ending 30 September 2020 are provided in Attachments 2-4.
- b. The HOA has \$5,982.26 available for its use. Both US Bank Checking accounts reconciled without issue. In addition, we have \$395.29 in the History fund, and \$4,366.37 committed for Waste Connections future bills (Oct, Nov & Dec). Marty has 1 outstanding check that has not been cashed for a long time, so he might just have to cancel that. Vonney stated this was an overpayment for trash service. She recommended the overpayment be credited for next year service rather than waiting for the check to be cashed.
- c. We added 1 new trash customer in September so our total number of customers is 118. That's 38% of the homes that are able to sign up for the trash service (314). Waste Connections is out of Recycle bins again, and the new customer is waiting for the delivery of her bin, which should be mid-October.
- d. Marty had no issues with the October bill from Waste Connection.
- e. Marty renewed our certificate with DORA, so we are up to date with the Colorado Division of Real Estate. Marty normally files a periodic report with the state for our HOA as a business, but the website states that report isn't available for this entity. He'll have to look into this more. Maybe the state doesn't require it? Just not sure. He might need to check with Randy or Hayden.
- f. Next month Marty will bill all 118 trash customers for 2021, and he will also work on a budget for 2021.
- g. Janice motioned that the Financial Reports be approved. Vicki seconded the motion. The Reports were approved unanimously.

OLD BUSINESS

- a. Lawyer Bill: We have still not received the updated bill from the lawyer.
- b. Annual Meeting Cancellation: The postcard announcement will go out 14 October. Vicki will send out the email announcement to those who agreed to email notifications.

NEW BUSINESS

- a. 2021 Plan
 - 1) Vonney stated we would like to focus more on values, such as community building, this year. Last year, we planned to focus on social events but the pandemic interrupted/cancelled our plans. Vicki suggested maybe redoing the web site and letterhead to reflect the new focus.
 - 2) Sandy recommended rescheduling the Garage Sale, Ice Cream Social, and Block Party for the mid-June to mid-September 2021 timeframe in the hope the pandemic restrictions will be lifted by then.
 - 3) Sandy also suggested the possibility of a Book Sale or trade/giveaway as a possible social event. He stated, since the East Library COVID-19 restrictions on donations, there may be neighbors with books they want to get rid of.
 - 4) Ken recommended coupling some events with health-related issues/topics to attract more senior neighbors. He mentioned Silver Sneakers as a possible event.
 - 5) Vonney suggested starting neighborhood walks where neighbors could walk together and enjoy our neighborhood.
 - 6) Janice suggested a neighborhood music event and mentioned that the Patty Jewett neighborhood sponsored a Party on the Porch event with music this year. Vicki stated that a Neighbor had a music event in his backyard this year. Vonney stated that there might be some neighbors that would want to provide music for such events.
 - 7) Sandy recommended putting the above suggestions in the next Newsletter and asking for feedback.
 - 8) Janice stated we discussed additional benefits for members last year and need to continue this discussion.
 - 9) Vicki stated we need to keep in mind things like Snow Angels, Fire evacuation assistance, fire mitigation help. We have numerous senior citizens in our neighborhood that could use assistance. There could be a liability issue, however, if assistance is provided. Sandy thought that if the assistance was neighbor to neighbor and not HOA sponsored, the liability issue would be minimal. Sandy mentioned the Pinecliff HOA program where people could advertise the willingness to provide services. He suggested the web page might have a section where people could ask for support and people could respond.
 - 10) Ken mentioned Community Association Institute training opportunities for the Board to participate in. He stated some course are via webinar and people can sign up via CONO. He volunteered to bring suggested courses to the next Board meeting.
 - 11) Dorothy suggested the next annual meeting be both in person and virtual. Most in person attendees have been seniors and a virtual meeting might attract younger homeowners.
- b. Next Newsletter
 - 1) Vonney suggested an article on how neighbors could help neighbors prepare their properties for the upcoming winter by doing such things as gutter cleaning, leaf cleanup, winterizing faucets, and snow removal.
 - 2) Janice stated safety articles should concentrate on neighborhood impacts.
 - 3) Sandy stated he had a possible article on cyber security. Vicki suggested the article/information go to the web page, rather than the Newsletter.
 - 4) Janice recommended articles identifying neighbors helping neighbors. She identified the free library on Grandview and another incident where a neighbor voluntarily helped another neighbor. Sandy volunteered to write an article on the free library.
 - 5) The next Newsletter should be in November. All proposed articles should be to Susan Henderson by early November.

STATUS REPORTS OF STANDING COMMITTEES

- a. Social/Welcome/History
 - 1) Janice reported the Garden Club met for the last time this year with seven attendees. It will start up again in March 2021.
 - 2) Janice reported she had delivered several more History books to owners and sold one more book to an owner in Florida. She still has about 30 still to deliver. She has tried up to three times to deliver these books and received no response. She will write an article in the Newsletter advising Homeowners who have not received the book and want to receive a copy how to go about receiving their copy.
 - 3) No report from the Welcome Committee.
- b. Communications: No report.
- c. CONO
 - 1) Ken stated this month's CONO Support Group Meeting, via online, was cancelled.
 - 2) Last month's meeting addressed how to conduct unpleasant discussions with neighbors. The advice was to approach neighbors with a positive attitude. However, most people just avoid having the unpleasant conversation.
 - 3) Ken will provide Vicki the CONO handout material.
- d. Covenants: No report.
- e. Safety:
 - 1) A disturbance requiring three police cars for over 5 hours was reported on 9 October on the 3000 block of Leslie Drive (<http://www.myneighborhoodupdate.net>).
 - 2) An Auto Burglary requiring 2 police cars for 34 minutes was reported on 26 September on the 2800 block of Country Club Drive (<http://www.myneighborhoodupdate.net>).

Ken motioned the meeting be adjourned. Vonney seconded the motion. The meeting was adjourned at 7:05 PM.

The next regularly scheduled meeting will be: **Tuesday, 10 November 2020 at 5:30 pm. Due to flu season concerns, the next meeting will be via WebEx or 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 Francois CONO 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: Bill Hoover
- MEMBERSHIP: BOARD COORDINATOR – Marty Henderson (maintains database)
MEMBERS: Open
- COMMUNICATIONS: BOARD COORDINATOR - Vicki Tostanoski
MEMBERS: Susan Henderson (Newsletter),

ATTACHMENT 1
Board Meeting Agenda
13 October 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) None
6. New Business
 - c. 2021 Plan
 - d. Next Newsletter
 - e. Neighborhood Issues – Burglaries
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 September 30 2020 | | | |
|------------------------------------|---------------|------------------|------------------------|
| Sources | Number | \$ Amount | |
| 2020 Dues Paid USPS | 177 | \$5,310.00 | 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 | 184 | \$5,531.81 | |
| % of 314 Homes that Paid 2020 Dues | 58.60% | | |
| | | | |
| | | | |
| 2021 Dues Paid USPS | 0 | \$0.00 | |
| 2021 Dues Paid via PayPal | 0 | \$0.00 | |
| 2021 Dues Paid Extra | 0 | \$2.32 | Overpaid 2020 Trash |
| | | | |
| Totals for 2021 | 0 | \$2.32 | |
| % of 314 Homes that Paid 2021 Dues | 0.00% | | |
| | | | |
| | | | |
| Operating Checking Account Balance | | \$10,383.12 | |
| Commitment to Waste Connection | | \$4,366.37 | |
| History Book Fund | | \$395.29 | |
| Operating Balance | | \$5,621.46 | |
| Reserve Account Balance | | \$360.80 | |
| Total Available HOA Funds | | \$5,982.26 | |

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

8:33 AM
10/01/20

**Country Club Homeowners Association
Reconciliation Detail
US Bank - Operating, Period Ending 09/30/2020**

| Type | Date | Num | Name | Clr | Amount | Balance |
|--------------------------------------|------------|-----|-------------------|-----|------------------|------------------|
| Beginning Balance | | | | | | 11,722.02 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 1 item | | | | | | |
| Bill Pmt -Check | 09/01/2020 | EFT | Waste Connections | X | -1,458.90 | -1,458.90 |
| Total Checks and Payments | | | | | -1,458.90 | -1,458.90 |
| Deposits and Credits - 1 item | | | | | | |
| Deposit | 09/02/2020 | | | X | 120.00 | 120.00 |
| Total Deposits and Credits | | | | | 120.00 | 120.00 |
| Total Cleared Transactions | | | | | -1,338.90 | -1,338.90 |
| Cleared Balance | | | | | -1,338.90 | 10,383.12 |
| 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 09/30/2020 | | | | | -1,382.16 | 10,339.86 |
| Ending Balance | | | | | -1,382.16 | 10,339.86 |

ATTACHMENT 4
Reconciliation Summary

10/01/20

Reconciliation Summary
US Bank - Reserve, Period Ending 09/30/2020

| | <u>Sep 30, 20</u> |
|-----------------------------------|-------------------|
| Beginning Balance | 360.80 |
| Cleared Balance | 360.80 |
| Register Balance as of 09/30/2020 | 360.80 |
| Ending Balance | 360.80 |