

***“Dedicated to building our community.”***



[www.CountryClubHOA.org](http://www.CountryClubHOA.org)

**MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 8 Nov 2022**

The October Board Meeting was held via Zoom. President Marty Henderson called the meeting of the CCHOA Board to order at 5:31 PM on 8 Nov 2022.

Present: Marty Henderson, Kathy Poyner, Maureen Logue and Scott Hughs

Absent: Amanda Schneider, Bill Hoover, Vicki Tostanoski

The agenda for this meeting is provided in Attachment 1.

**MINUTES of the PREVIOUS MEETINGS:**

- a. The minutes of the October Board meeting held on 11 Oct 2022 were presented. The minutes were approved unanimously.

**FINANCIAL REPORT (Kathy Poyner)**

- a. There is \$580 in the book fund which will go up by \$7 due to a book being sold at the annual meeting.
- b. Total available funds to spend is \$9,100 but Kathy has a \$2,500 bill from BootStrap, the website developer, that she will pay this month.
- c. The Treasurer's Financial Reports for the period ending 31 Oct 2022 are provided in Attachments 2-5.
- d. All three accounts, Trash, Operating and Reserve, reconciled to the bank statements.
- e. The Financial Reports were approved unanimously.

**TRASH SERVICE REPORT (Kathy Poyner)**

- a. Invoices for 2023 trash service will be generated this week and will be sent out via email or postal service depending on recipient's preference.
- b. Invoices will need to be paid by middle of December.

## NEW BUSINESS

- a. First meeting of the 2023 board members
  - 1) Members of the board went around and answered 3 questions to get to know each other better:
    - a) How Many Years have You Lived in the HOA?
    - b) Why Did You Choose to Live in the HOA Area?
    - c) Why Did You Decide to Serve on the Board?
  - 2) Marty stated that one of the challenges of the board is having excess money.
    - a) Marty encouraged the board to think about ways to use the excess money to benefit the community.
    - b) Some ideas that were discussed in the past were using the funds for CCHOA signage in the neighborhood, donating to Guardians of Palmer Park or possibly providing a dinner at the annual meeting.
  
- b. Annual Board Meeting Review
  - 1) Marty stated how pleased he was to have Nancy Henjum, city council member for District 5, speak at the meeting.
  - 2) Kathy stated that she felt it was a good turnout of neighbors.
  - 3) Marty said there were approximately 24 homes represented at the meeting.
  - 4) Presenters did a great job of discussing their respective topics.
  - 5) Wording on the ballot for next year will be addressed to alleviate confusion.
    - a) A suggestion was made to have a yes/no block next to the person's name that is up for vote.
    - b) Marty took the approach that each voter meant to vote for each Director At Large, which means three Director At Large positions were filled.
    - c) There were a total of 36 ballots submitted.
  
- c. New Website
  - 1) Vicki was not present to discuss the new site.
  - 2) All board members present have gone through the new site and think it's a great improvement.
  - 3) Marty stated that a huge benefit of the new site is that it will be easier for Vicki to maintain.
  
- d. Social Committee
  - 1) Amanda was not present to discuss social committee topics.
  - 2) Marty stated that he was pleased to see the social committee so active in 2022.
    - a) As addressed by Amanda at the annual meeting, the social committee will most likely not be providing dumpsters next year for the neighborhood cleanup. Unfortunately the does and don'ts of the dumpsters are consistently not being followed. Dumpsters are being overfilled and filled with prohibited items which creates more work for members of the social committee.

- e. Welcome Committee
  - a) There are currently 4 houses for sale in the neighborhood.
  - b) Maureen has updated the welcome packets and will distribute to her volunteers.
    - a) She stated that the magnets in the welcome packet has the old website address.
    - b) Marty said this is okay as the old URL will redirect to the new one for a year or two.
  
- f. Next Board meeting & Closing comments
  - 1) Marty proposed skipping the December meeting due to the holidays. The next HOA board meeting is scheduled for January 10th 2023 via zoom.
  - 2) Marty would like to move the monthly meetings from the second Tuesday of the month to the second Wednesdays at 6:30p.m. to accommodate everyone.
  - 3) The following items will be discussed at the next meeting:
    - a) Committee budgets for 2023
  - 4) Maureen asked if there was any update on Country Club Acres (CCA) joining CCHOA.
    - a) Marty said he has not been given any updates from them regarding joining.
    - b) Marty feels that after CCA solved the issue with their troublesome neighbor, they may no longer be interested in joining CCHOA.

The meeting was adjourned at 6:10 PM.

Respectfully submitted,  
Amanda Schneider, Secretary

**CCHOA BOARD**

**Board Positions as of Nov 2022:**

President ..... Marty Henderson  
 Vice President Bill Hoover  
 Treasurer ..... Kathy Poyner  
 Secretary ..... Amanda Schneider  
 At-Large ..... Maureen Logue  
 At-Large ..... Vicki Tostanoski  
 At-Large ..... Scott Hughes

**COMMITTEES:**

- SOCIAL: BOARD COORDINATOR – Amanda Schneider  
 SOCIAL MEMBERS: Susan Henderson, Kala Loptien, Heidi Spellman
  
- WELCOME: BOARD COORDINATOR – Maureen Logue

MEMBERS: Jennifer Williamson, Mary Corrow, Sylvia Holt

- CONO - BOARD COORDINATOR – Bill Hoover  
MEMBERS: Open
- HNP - BOARD COORDINATOR – Scott Hughes  
MEMBERS: Open
- MEMBERSHIP: BOARD COORDINATOR – Marty Henderson (maintains database)  
MEMBERS: Open
- TRASH COORDINATOR: Kathy Poyner  
MEMBERS: Open
- COMMUNICATIONS: BOARD COORDINATOR - Vicki Tostanoski (chief information officer)  
MEMBERS: Susan Henderson (Newsletter)
- COVENANTS COMPLIANCE: CHAIRPERSON - Open  
MEMBERS: Rich Northrop
- SAFETY: BOARD COORDINATOR - Open  
MEMBERS: Bob Frye, Jason Carter
- HISTORY: Currently inactive

**ATTACHMENT 1**  
**Board Meeting Agenda**  
**8 Nov 2022**

1. Convene 5:30PM via Zoom
2. Get to know the new Board (10 mins)
3. Purpose of the Board, Bylaws (5 mins)
4. Roles and Responsibilities (5 mins)
5. Meeting Rules (5 mins)
6. Expectations of Board Contact Information (2 mins)
7. Approval of Minutes of Previous Meeting
8. Approval of Oct Financial Report (Kathy – 5 mins)
9. Annual Meeting Review (Marty – 5 mins)
10. New Website (Vicki – 5 mins)
11. Social Committee (Amanda 5 mins)
  - a) Oct Fall Cleanup
12. CONO (Bill Hoover)
13. Welcome – Maureen
14. Trash – Kathy
15. Expectations for December Board Meeting – Marty (2 mins)
  - a) Let's skip having a December meeting and approve the budget in Jan.
  - b) Prepare your 2023 budgets for Kathy for Jan Board meeting
16. Adjourn

**ATTACHMENT 2**  
**Operating Reconciliation Summary**

11:09 AM  
 10/06/22

**Country Club Homeowners Association**  
**Reconciliation Summary**  
 US Bank - Operating, Period Ending 09/30/2022

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	Sep 30, 22
<b>Beginning Balance</b>	1,970.68
<b>Cleared Transactions</b>	
Checks and Payments - 5 items	-475.25
Deposits and Credits - 2 items	266.72
<b>Total Cleared Transactions</b>	-208.53
<b>Cleared Balance</b>	1,762.15
<b>Uncleared Transactions</b>	
Checks and Payments - 2 items	-69.92
<b>Total Uncleared Transactions</b>	-69.92
<b>Register Balance as of 09/30/2022</b>	1,692.23
<b>Ending Balance</b>	1,692.23

**ATTACHMENT 3**  
**Reserve Reconciliation Summary**

3:52 PM  
11/04/22

**Country Club Homeowners Association**  
**Reconciliation Summary**  
**US Bank - Reserve, Period Ending 10/31/2022**

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	<u>Oct 31, 22</u>
<b>Beginning Balance</b>	12,500.25
<b>Cleared Transactions</b>	
Checks and Payments - 1 item	-2,000.00
Deposits and Credits - 1 item	0.09
	<u>-1,999.91</u>
<b>Total Cleared Transactions</b>	
<b>Cleared Balance</b>	<b><u>10,500.34</u></b>
<b>Register Balance as of 10/31/2022</b>	10,500.34
<b>Ending Balance</b>	10,500.34

**ATTACHMENT 4**  
**Trash/Recycle Reconciliation Summary**

3:54 PM  
11/04/22

**Country Club Homeowners Association**  
**Reconciliation Summary**  
**CCHOA Trash-Recycle, Period Ending 10/31/2022**

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	<u>Oct 31, 22</u>
Beginning Balance	5,468.35
Cleared Transactions	
Checks and Payments - 1 item	<u>-2,422.20</u>
Total Cleared Transactions	<u>-2,422.20</u>
Cleared Balance	<b><u>3,046.15</u></b>
Register Balance as of 10/31/2022	3,046.15
Ending Balance	3,046.15



**ATTACHMENT 5  
CCHOA Financial Status**

<b>As of October 31 2022</b>		
<b>Sources</b>	<b>\$ Amount</b>	
Trash Account Balance	\$3,046.15	
Operating Account Balance	\$1,815.86	
Reserves Money Market Account Balance	\$10,500.34	
<b>Total for all bank accounts</b>	<b>\$15,362.35</b>	
Commitment to Waste Connection	\$5,651.11	
History Book Fund	\$580.04	No change since last month
<b>Total Available HOA Funds</b>	<b>\$9,131.20</b>	