

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



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

**MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 8 Mar 2023**

The March Board Meeting was held via Zoom. President Marty Henderson called the meeting of the CCHOA Board to order at 6:31 PM on 8 Mar 2023.

Present: Marty Henderson, Kathy Poyner, Amanda Schneider, Vicki Tostanoski, Scott Hughes, and Susan Henderson

Absent: Bill Hoover and Maureen Logue

The agenda for this meeting is provided in Attachment 1.

MINUTES of the PREVIOUS MEETINGS:

- a. The minutes of the February Board meeting held on 8 Feb 2023 were presented. The minutes were approved unanimously.

FINANCIAL REPORT (Kathy Poyner)

- a. There is \$40,396.57 in the bank accounts
- b. Waste Connections commitment is \$27,783.84 and the History Book Fund is \$595.04. This gives \$12,017.69 monies available. Included are budgeted expenses for 2023.
- c. There are 18 residences that have paid the voluntary HOA dues so far. This along with the HOA dues from those who also pay for the trash service puts the HOA at 204 paid out of 314 houses, which is 71% of the community.
- d. The Treasurer’s Financial Reports for the period ending 28 Feb 2023 are provided in Attachments 2-4.
- e. The Financial Reports for February were approved unanimously.

TRASH SERVICE REPORT (Kathy Poyner)

- a. No new trash service added this month.
- b. The total utilizing trash service sits at 186 participants.

NEW BUSINESS

- a. Newsletters for 2023

- 1) Susan sent out an email to the board members with a list of article requests for the March Newsletter and asked each board member to fill in missing information or draft up an article on the requested topics.
    - a) Deadline for the newsletter articles is next Wednesday, March 15<sup>th</sup>.
  - 2) Marty will write an article on safety.
  - 3) Marty will also write an article about the importance of having an HOA and members to serve. There will be some members stepping down at the end of this year, so it is important that we start to generate interest in others stepping up to serve.
  - 4) Vicki agreed to provide an article about our new website.
  - 5) Amanda agreed to provide an article on upcoming social events.
  - 6) Scott agreed to provide an article on HNP.
  - 7) Susan will have a final draft of the newsletter to the board for review around March 20<sup>th</sup>, and it will go to printing around March 25<sup>th</sup>.
  - 8) To track newsletter readership, Kathy suggested including a drawing for a small giveaway in the newsletter. Recipients would be asked to return a form from the newsletter or click a link to be entered in the drawing. This would give the HOA a chance to gauge how many recipients are reading the newsletter.
- b. Zoom or meeting in Person
- 1) Marty asked the board if they want to meet in person or if they prefer to continue meeting via Zoom.
  - 2) The board agreed that it would be nice to meet once in a while in person, either every other month or potentially quarterly.
- c. Use of PayPal and Zelle
- 1) One payment has been received via Zelle and it worked well. The person who submitted via Zelle put their information in the memo section so it was easy to attribute who the payment was from.
  - 2) Kathy suggested getting rid of PayPal and use Zelle exclusively since there is no fee associated with Zelle for use.
  - 3) A motion passed unanimously by the board to get rid of PayPal and use Zelle exclusively.
- d. Social Committee
- 1) The committee is having a meeting on Monday, March 13<sup>th</sup> to discuss upcoming events for the year, including adding a board game night at the church.
  - 2) The next scheduled event is the Spring clean up and garage sale which is scheduled for June 9-10<sup>th</sup>.
- e. CONO
- 1) Bill was not present to give an update.

- 2) Neighborhood CONO University is starting and Bill has expressed previously that he would like to have other members of our neighborhood join.
  - 3) Marty is going to ask Bill to write an article for the newsletter as to why others should attend CONO University.
- f. HNP
- 1) ReTool COS has been the biggest issue with the HNP. The city has back off on changes within zoning and density requirements within the city.
  - 2) HNP is still working through some struggles with the ConnectCOS towers going up in the Old North End.
  - 3) There will be some more studies and surveys about the expansion of Constitution, but for now the expansion is on hold.
- g. Welcome
- 1) Maureen was not present but emailed Marty. There are no updates.
- h. Communications/Website
- 1) Vicki had no updates.
- i. Safety
- 1) Chipping will be June 12 and September 11<sup>th</sup>. It can take up to 2 weeks before they come through our neighborhood and pick up the piles.
  - 2) Marty will look into the qualifications for the people that want to participate in the chipping program.
  - 3) There was a report by a neighbor that early one morning around 6a.m. someone parked on Lees Lane and walked up Marilyn Road. The individual was looking in mailboxes on the street.
    - a) Marty stressed that it is important that neighbors know how to safeguard their information. They need to use secure mailboxes and do not leave outgoing mail in the mailbox. We remind our neighbors of these safety measures with an article in the newsletter.
- j. Next Board meeting & Closing comments
- 1) The April board meeting will be skipped due to lack of urgent businesses
  - 2) Amanda brought up a safety issue of turning onto Fairview Circle from Circle Drive due to lack of a turning lane on Circle. Some of the members of our HOA who live on Fairview have stated several accidents have been caused due to not having a turning lane.
    - a) Marty stated that he would like to get more information on this topic including stats on how many accidents have happened.
    - b) He suggested using GoCOS to report problems as suggested by Nancy Henjum.

- c) If it's determined this is a reoccurring problem, Marty stated we could reach out to Nancy Henjum, our city council representative.
- d) Marty recommended Amanda see if anyone in the Fairview Circle area would want to head up our safety committee.

The meeting was adjourned at 7:27 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, Terry Fleck
- WELCOME: BOARD COORDINATOR – Maureen Logue  
 MEMBERS: Jennifer Williamson, Mary Corrow, Sylvia Holt, Debby Fowler
- CONO - BOARD COORDINATOR – Bill Hoover  
 MEMBERS: Open
- HNP - BOARD COORDINATOR – Scott Hughes  
 MEMBERS: Open
- MEMBERSHIP: BOARD COORDINATOR – Kathy Poyner (maintains database)  
 MEMBERS: Open
- TRASH COORDINATOR: Kathy Poyner  
 MEMBERS: Open
- COMMUNICATIONS: BOARD COORDINATOR - Vicki Tostanoski  
 MEMBERS: Susan Henderson (Newsletter)

- COVENANTS COMPLIANCE: Inactive
- SAFETY: BOARD COORDINATOR - Open  
MEMBERS: Bob Frye, Jason Carter
- HISTORY: Currently inactive

**ATTACHMENT 1**  
**Board Meeting Agenda**  
**8 Mar 2023**

Convene 6:30PM via Zoom

1. Newsletter (Susan – 20 mins)
2. Approval of Minutes of Previous Meeting, February, (Marty – 5 mins)
3. Approval of Feb Financial Report (Kathy – 5 mins)
4. Use of PayPal and Zelle (Kathy – 5 mins)
5. Trash – (Kathy – 5 mins)
6. Social – (Amanda – 5 mins)
  - a) Next events – see timeline
7. CONO – (Bill – 5 mins)
  - a) Neighborhood University
8. HNP – (Scott – 5 mins)
  - a) Extension of Consitution
9. Welcome – (Maureen – 5 mins)
10. Communications/Website – (Vicki – 5 mins)
11. Safety – Open
  - a) Chipping Schedule (Marty – 2 mins) June 12 and September 12.
12. Expectations for April 11, 2023 Board Meeting – Marty (2 mins)
  - a) Maybe skip meeting in April?
13. Adjourn

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

8:48 AM  
03/07/23

**Country Club Homeowners Association**  
**Reconciliation Detail**  
**US Bank - Reserve, Period Ending 02/28/2023**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						37,517.83
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Transfer	02/07/2023			X	-1,000.00	-1,000.00
Total Checks and Payments					-1,000.00	-1,000.00
<b>Deposits and Credits - 1 item</b>						
Deposit	02/28/2023			X	0.28	0.28
Total Deposits and Credits					0.28	0.28
Total Cleared Transactions					-999.72	-999.72
Cleared Balance					-999.72	36,518.11
<b>Uncleared Transactions</b>						
<b>Deposits and Credits - 3 items</b>						
Deposit	11/30/2022				0.07	0.07
Deposit	12/31/2022				0.24	0.31
Deposit	01/31/2023				0.31	0.62
Total Deposits and Credits					0.62	0.62
Total Uncleared Transactions					0.62	0.62
Register Balance as of 02/28/2023					-999.10	36,518.73
<b>Ending Balance</b>					<b>-999.10</b>	<b>36,518.73</b>

**ATTACHMENT 3  
February Reserve Reconciliation Summary**

8:35 AM  
03/07/23

**Country Club Homeowners Association  
Reconciliation Detail  
US Bank - Operating, Period Ending 02/28/2023**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						5,563.84
<b>Cleared Transactions</b>						
<b>Checks and Payments - 10 items</b>						
Bill Pmt -Check	02/01/2023		Waste Connections	X	-2,392.80	-2,392.80
Check	02/06/2023	485	Ashlyn Congdon	X	-350.00	-2,742.80
Check	02/06/2023	486	Schneider Amanda	X	-60.74	-2,803.54
Check	02/06/2023		Amazon	X	-38.66	-2,842.20
Check	02/06/2023		Heidi Spellman	X	-22.50	-2,864.70
Check	02/07/2023		Marty Henderson	X	-5.00	-2,869.70
Check	02/08/2023		USPS	X	-100.80	-2,970.50
Check	02/20/2023		Zoom	X	-109.89	-3,080.39
Check	02/22/2023		US Bank	X	-30.00	-3,110.39
Check	02/23/2023		Katherine Poyner	X	-1.00	-3,111.39
Total Checks and Payments					-3,111.39	-3,111.39
<b>Deposits and Credits - 9 items</b>						
Deposit	02/07/2023		US Bank	X	0.01	0.01
Deposit	02/07/2023		Katherine Poyner	X	1.00	1.01
Deposit	02/07/2023		Marty Henderson	X	5.00	6.01
Transfer	02/07/2023			X	1,000.00	1,006.01
Deposit	02/11/2023			X	30.00	1,036.01
Deposit	02/17/2023			X	240.00	1,276.01
Deposit	02/20/2023			X	60.00	1,336.01
Deposit	02/21/2023			X	30.00	1,366.01
Deposit	02/23/2023			X	60.00	1,426.01
Total Deposits and Credits					1,426.01	1,426.01
Total Cleared Transactions					-1,685.38	-1,685.38
Cleared Balance					-1,685.38	3,878.46
Register Balance as of 02/28/2023					-1,685.38	3,878.46
<b>Ending Balance</b>					<b>-1,685.38</b>	<b>3,878.46</b>



**ATTACHMENT 4  
CCHOA Financial Status**

<b>As of February 28, 2023</b>		
<b>Sources</b>	<b>\$ Amount</b>	
Operating Account Balance	\$3,878.46	
Reserves Money Market Account Balance	\$36,518.11	
<b>Total for all bank accounts</b>	<b>\$40,396.57</b>	
Commitment to Waste Connection	\$27,783.84	Trash balance report
History Book Fund	\$595.04	no change
<b>Total Available HOA Funds</b>	<b>\$12,017.69</b>	