

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



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

## **MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 24 May 2023**

The May Board Meeting was held via Zoom. President Marty Henderson called the meeting of the CCHOA Board to order at 6:29 PM on 24 May 2023.

Present: Marty Henderson, Kathy Poyner, Amanda Schneider, and Scott Hughes.

Absent: Bill Hoover, Vicki Tostanoski and Maureen Logue

The agenda for this meeting is provided in Attachment 1.

### MINUTES of the PREVIOUS MEETINGS:

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

### FINANCIAL REPORT (Kathy Poyner)

- a. For March there was a total balance of \$37,933.55 from all accounts.
  1. Funds available to spend totaled \$12,197.99 with a little over \$8,000 allocated for the 2023 budget, some of which has already been spent.
  2. Funds dedicated to trash service totaled \$25,140.52.
  3. Funds dedicated to the history book fund totaled \$595.04.
- b. For April, there was a balance of \$34,501.75 from all accounts.
  1. Funds available to spend totaled \$11,409.51 with a little over \$8,000 allocated for the 2023 budget, some of which has already been spent.
  2. Funds dedicated to trash service totaled \$22,497.20.
  3. Funds dedicated to the history book fund totaled \$595.04.
  4. By the end of April, an additional 3 voluntary HOA dues were received bringing the total to 28 residences that have paid dues outside the trash service for 2023.
- c. The Treasurer's Financial Reports for the periods ending 31 Mar 2023 and 30 April 2023 are provided in Attachments 2-7.
- d. The Financial Reports for March and April were approved unanimously.

### TRASH SERVICE REPORT (Kathy Poyner)

- a. No new trash service added or cancelled in March.
- b. One trash customer cancelled in April and no new services were added.

## NEW BUSINESS

### a. Newsletter Feedback

1. The HOA received a total of 13 entries that provided feedback on the newsletter and entered to win a Starbucks gift card.
  - a) The winners of the Starbucks gift card were Michelle and Jeff Secor.
2. Feedback was positive and constructive.
  - a) A suggestion was made to include information from the history books about our neighborhood in the newsletter.
  - b) One neighbor stated the newsletter is wonderful and comprehensive content. If content is quarterly or 3 x a year, the neighbor suggested content could be reduced by emphasizing the most immediate events.
  - c) Another neighbor said to continue the newsletter but provide it in an abbreviated form with headlines and directions to get details on the website.
3. Marty would like the board to think about some changes with the newsletter and ways to engage more neighbors.
  - a) Marty stated he tried to set up an account on Next Door but found the application complicated and confusing to use.
  - b) Marty had a conversation with another neighbor who suggested highlighting neighbors and their stories in the newsletter.
4. Amanda suggested making the newsletter more visually appealing, and if the newsletter is sent via email then there could be story highlights with a continuation to the full story on the website.

### b. Social Committee

1. The Spring Clean Up and Garage Sale weekend is June 9<sup>th</sup>-12<sup>th</sup>.
  - a) Garage sales will occur on June 9<sup>th</sup> and 10<sup>th</sup> and the dumpsters will be available from June 10<sup>th</sup>-12<sup>th</sup>.
  - b) Amanda sent an email asking for volunteers to host dumpsters in their driveway and four neighbors volunteered.
  - c) There will be one dumpster donated by CONO which will be located in Amanda's driveway.
  - d) Two other dumpsters will be provided by the HOA.
2. The Game Day and Pizza event on 15 April was a big hit.
  - a) There were approximately 30 people in attendance and those that played Bunco really enjoyed it.
  - b) A sign-up sheet was passed around at the event for neighbors to continue getting together and playing Bunco.

### c. CONO

1. Bill was not present to give an update.
2. Bill has resigned from the board as vice president due to personal and professional reasons.

- d. Communications/Website
  - 1. Vicki was not present to give an update.
  
- e. Safety
  - 1. Chipping is scheduled for June 12<sup>th</sup> and September 12<sup>th</sup>.
  
- f. HNP
  - 1. HNP was busy addressing the proposed zoning changes from Governor Polis (Senate Bill 213) to impose state mandates regarding land use and zoning.
    - a) The bill died in Congress after the House and Senate failed to find a compromise between their two versions.
    - b) The HOA board sent emails to the neighborhood about the bill when it was being debated asking neighbors to write Congress.
  
- g. Welcome
  - 1. Maureen was not present to give an update.
  
- h. Next Board meeting & Closing comments
  - 1. The June board meeting will be held 21 June 2023.
  - 2. Agenda will be to review the Spring clean-up and chipping program as well as discussing plans for upcoming ice cream social in July.

The meeting was adjourned at 7:10 PM.

Respectfully submitted,  
Amanda Schneider, Secretary

**CCHOA BOARD**

**Board Positions as of May 2023:**

President .....Marty Henderson  
 Vice President.....Vacant  
 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**  
**24 May 2023**

Convene 6:30PM via Zoom

1. Approval of Minutes of Previous Meeting, March, (Marty – 5 mins)
2. Approval of March (April 4th email) & April (May 3rd email) Financial Reports (Kathy – 10 mins)
3. Trash – (Kathy – 5 mins)
4. Newsletter responses and raffle – (Kathy – 5 mins)
5. Nextdoor app (Marty – 5 min)
6. Social – (Amanda – 5 mins)
  - a) Game day with pizza
  - b) Garage Sale June 9 – 10. Twelve homes have signed up. We will try dumpsters again as they are so popular, but we need homes to volunteer to allow one in their driveway. We are hoping if they are in someone's driveway, people will be more careful and not overfill.
7. CONO – (Bill – 5 mins)
  - a) Neighborhood University
8. HNP – (Scott – 5 mins)
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 June 21 (a week later) Board Meeting – Marty (2 mins)
  - a) Review of garage sale & Cleanup
  - b) Review of chipping June 12th – 23rd
  - c) Upcoming Ice Cream Social July 15th.
13. Adjourn

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

7:41 AM  
04/04/23

**Country Club Homeowners Association**  
**Reconciliation Detail**  
US Bank - Operating, Period Ending 03/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						3,878.46
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Bill Pmt -Check	03/01/2023		Waste Connections	X	-2,643.32	-2,643.32
<b>Total Checks and Payments</b>					-2,643.32	-2,643.32
<b>Deposits and Credits - 3 items</b>						
Deposit	03/15/2023			X	150.00	150.00
Deposit	03/21/2023			X	30.00	180.00
Transfer	03/31/2023			X	2,600.00	2,780.00
<b>Total Deposits and Credits</b>					2,780.00	2,780.00
<b>Total Cleared Transactions</b>					136.68	136.68
<b>Cleared Balance</b>					136.68	4,015.14
<b>Register Balance as of 03/31/2023</b>					136.68	4,015.14
<b>Ending Balance</b>					136.68	4,015.14

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

7:42 AM

04/04/23

**Country Club Homeowners Association**  
**Reconciliation Detail**  
**US Bank - Reserve, Period Ending 03/31/2023**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						36,518.11
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Transfer	03/31/2023			X	-2,600.00	-2,600.00
<b>Total Checks and Payments</b>					-2,600.00	-2,600.00
<b>Deposits and Credits - 1 item</b>						
Deposit	03/31/2023			X	0.30	0.30
<b>Total Deposits and Credits</b>					0.30	0.30
<b>Total Cleared Transactions</b>					-2,599.70	-2,599.70
<b>Cleared Balance</b>					-2,599.70	33,918.41
<b>Register Balance as of 03/31/2023</b>					-2,599.70	33,918.41
<b>Ending Balance</b>					-2,599.70	33,918.41

**Attachment 4  
CCHOA Financial Status (March)**

<b>As of March 31, 2023</b>		
<b>Sources</b>	<b>\$ Amount</b>	
Operating Account Balance	\$4,015.14	
Reserves Money Market Account Balance	\$33,918.41	
<b>Total for all bank accounts</b>	<b>\$37,933.55</b>	
Commitment to Waste Connection	\$25,140.52	Trash balance report
History Book Fund	\$595.04	no change
<b>Total Available HOA Funds</b>	<b>\$12,197.99</b>	



## Attachement 5 April Operating Reconciliation Summary

8:08 AM  
05/02/23

### Country Club Homeowners Association Reconciliation Detail US Bank - Reserve, Period Ending 04/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						33,918.41
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Transfer	04/29/2023			X	-2,600.00	-2,600.00
<b>Total Checks and Payments</b>					-2,600.00	-2,600.00
<b>Deposits and Credits - 1 item</b>						
Deposit	04/30/2023			X	0.27	0.27
<b>Total Deposits and Credits</b>					0.27	0.27
<b>Total Cleared Transactions</b>					-2,599.73	-2,599.73
<b>Cleared Balance</b>					-2,599.73	31,318.68
<b>Register Balance as of 04/30/2023</b>					-2,599.73	31,318.68
<b>Ending Balance</b>					-2,599.73	31,318.68

## Attachment 6 April Reserve Reconciliation Summary

8:06 AM  
05/02/23

### Country Club Homeowners Association Reconciliation Detail US Bank - Operating, Period Ending 04/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						4,015.14
<b>Cleared Transactions</b>						
<b>Checks and Payments - 7 items</b>						
Bill Pmt -Check	04/17/2023		Waste Connections	X	-2,643.32	-2,643.32
Bill Pmt -Check	04/17/2023		Minuteman Press	X	-596.29	-3,239.61
Bill Pmt -Check	04/17/2023	488	Dominos	X	-171.86	-3,411.47
Bill Pmt -Check	04/17/2023	487	AEC Bookkeeping	X	-100.00	-3,511.47
Bill Pmt -Check	04/17/2023		Amazon	X	-28.20	-3,539.67
Bill Pmt -Check	04/17/2023	490	Walmart	X	-25.00	-3,564.67
Bill Pmt -Check	04/17/2023	488	Starbucks	X	-25.00	-3,589.67
Total Checks and Payments					-3,589.67	-3,589.67
<b>Deposits and Credits - 2 items</b>						
Deposit	04/29/2023			X	180.00	180.00
Transfer	04/29/2023			X	2,600.00	2,780.00
Total Deposits and Credits					2,780.00	2,780.00
Total Cleared Transactions					-809.67	-809.67
Cleared Balance					-809.67	3,205.47
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Bill Pmt -Check	04/17/2023	489	Safeway		-22.40	-22.40
Total Checks and Payments					-22.40	-22.40
Total Uncleared Transactions					-22.40	-22.40
Register Balance as of 04/30/2023					-832.07	3,183.07
<b>Ending Balance</b>					<b>-832.07</b>	<b>3,183.07</b>

**ATTACHMENT 7  
CCHOA Financial Status April**

<b>As of April 30, 2023</b>		
<b>Sources</b>	<b>\$ Amount</b>	
Operating Account Balance	\$3,183.07	
Reserves Money Market Account Balance	\$31,318.68	
<b>Total for all bank accounts</b>	<b>\$34,501.75</b>	
Commitment to Waste Connection	\$22,497.20	Trash balance report
History Book Fund	\$595.04	no change
<b>Total Available HOA Funds</b>	<b>\$11,409.51</b>	