

CCEHA Board Meeting Minutes

December 17, 2009 6:30 p.m. to 7:36 p.m.

Held at the Clubhouse

Call to Order: Meeting was called to order at 6:30 pm by Kathleen Elmore, President. Other Board Members present: Ron Wolfe, Vice President; Pamela Gulbrandson, Secretary; Yenny van Dinter, Director; Jackie Rankin, Director, Bruce Fletcher, Treasurer and Phil Swart, Director.

Old Business:

- **11/19/09 Board Meeting Minutes** were reviewed. Jackie made a motion to accept the minutes as written. Bruce seconded it and the vote was unanimous.
- **Lawsuit Status** – No update. We have not heard from the judge following the hearing.
- **Nomination Committee Status** – Debbie Gwin updated us on the progress. The ballots and proxies went out on December 15th with a return deadline of January 17, 2010. The ballots will counted on Monday January 18th at 5 pm in the CCE clubhouse. She needs at least 3 people to observe and 5 people to count the ballots. She has enough volunteers. However, anyone is welcome to come and observe the counting. For the January 23, 2010 annual membership meeting she has reserved the Deming Senior Center from 9 a.m. to noon. She will work with her committee to get snacks for the meeting. Don Underwood had sent an email to the CCEHA email address about the instruction letter stating that we were to write our name and address on the ballot. This is incorrect and Debbie will answer him. For all others – your name and address should go on the envelope of the ballot. The proxy is what needs your name and address if you are choosing the use that option.
- **Potential Projects Listing** – Jess was not in attendance so Ron Wolfe took this item. The intent was to mail this listing out with the ballots, however it didn't get included. Ron said this may be a good thing since the items probably need more clarification for people to understand how to prioritize. Kathleen said she will work on adding this in and pass by the board. At that time, it will probably be emailed out. Since Pamela will be out of town, Ron will do the email and send out.
- **Speeding on the streets within CCE** – Jackie spoke with Mr. Patel and he has indicated that he has forwarded this matter to the Safety Officer. Jackie will stay with this.
- **Combustibles in the furnace room** – Ron indicated that he has removed the signs that were in there to behind the clubhouse and will place in the trash the night before pickup so as to not fill up the trash bin for those that use it.
- **Reminder about the clubhouse door combination** – Pamela reminded everyone that the combination has been changed. New one is 4415.

New Business:

- **Treasurer's Report** –
 - Bruce reported that the budget overall is about \$11,000 under budget. The only item that is over is the legal fees which are about \$8000 over. Collectively we are doing ok. He stated that we have about \$17,000 in the bank and ~ \$32,000 in the Fidelity Account. Phil made a motion to accept the Treasurer's report, Ron seconded it and the vote was unanimous.

- **Correspondence to/from Secretary** –
 - Received email resignation from Ron Wolfe as vice president effective January 23, 2010
 - Sent out email with the updated Clubhouse Usage Rules and Agreement
 - Have received the agreements for all of the recurring events in the clubhouse
 - Sent out emails with links for the city and county
 - Received an email from Gail Root suggesting that there be monies placed on the budget for cards and/or flowers for condolence situation. Pamela forwarded it to the Budget Committee

- **Clubhouse Front Door Repair** – Ron told us that Albert Smith has been hired to repair this door. He will replace one side of the glass insert since this is leaking, as well as weather strip the entire door. The threshold will be replaced as well. This should correct the leaking situation.

- **Clubhouse Parking Lot Lighting** – Jim Rankin said he had about 10 guys that volunteered and helped him install the lighting in about 1 ½ hours. He indicated that we can add 2 to 3 more lights on the transformer that covers the east side of the parking light to extend lighting to the north wall. The switches for the lighting are inside that clubhouse and do not work on timers. They will be manually turned on and off. The one timer by the piano works on a cell so it will not work since it is inside. There is a note on the transformer to set these on a timer. There are on and off buttons to use. So when using the clubhouse the first person in and the last person out must turn them off.

- **Kudos Section** – Kathleen thanked Sharlene and the other Canasta players for immediately mopping up the water that leaked into the clubhouse on the rainy day.

- **Process to determine the percentage of owners and renters under the age of 55 to stay in compliance with HUD regulations** – Pamela shared that 2010 is the year that we need to do the verification process again. She also indicated that we need a process to work with realtors and leasing companies, as well as the builder. So we will begin looking into that. Gail Root shared that we actually already have the process all spelled out in the section called Policies and Procedures for Complying with Regulations Relative to Age 55 or Over Communities in the Declaration of Restrictions and By Laws. We need to review and determine what we need to do to follow these. We are not over the 20% at this time; however we do not want to even come close.

- **2010 Committee Volunteer sign up sheets** – Pamela has the new sign up sheets for the 2010 Committees. We are starting earlier this year to get volunteers for the committees so we can start earlier on getting things done. These sheets will be posted in the clubhouse.

All existing members are encouraged to stay on and need to sign the sheets again though. The deadline is January 22, 2010 so we can announce the committees at the annual meeting. This helps the webmaster to keep the web updated.

- **Committee's report out**

- Activities – Pamela gave the update on activities. The November 21st event was “share your recipe” potluck and food drive for humans and pets. It was attended by about 27 people and we received some donations. People that didn't attend also donated items. Thanks to all. On December 12th we had our Christmas party at the Rio Mimbres Country Club. We had 67 paid tickets with 63 people showing up. We had caroling with Ruthie Compton and her group to start us off. Bill Duncan led sing along caroling. Debbie Gwin provided us with musical accompaniment on the piano. We had door prizes which were wrapped up so festively by Kate McKelvey. Everyone said they had a good time. We will be asking for input from the community in July 2010 for the next Christmas event.
- Architectural – Bruce said they have an issue that will need their input but no decision at this time. No requests for any improvement.
- Budget – Dave said they have a preliminary budget for 2010 but are waiting on the year end accruals for some items to determine what amounts to place on those line items. They are also waiting on the potential projects listing.
- By Laws – no one present. There has been no activity. They were at the step for some legal input but are holding off for now.
- Community Improvement – Debbie Gwin had sent a letter to Mayor Silva about the Rails to Trails project since emails have not been responded to. The city has had the monies for this in their budget for over 2 years. She received his reply on 12/11 and read the contents to us - he states that this is dependent on other projects and cooperation with other entities. They want to improve the drainage, connect Florida with Raymond Reed Rd and so on. He asked for patience. Gail Root had also contacted the city and received the similar reply, except that his email gave a date of June/July 2010 to begin this project.
- Emergency Contact – Leighanne said they are getting some forms returned
- Facilities – no one present
- Newsletter – no one present. Newsletter did go out this month.
- Nominations and Elections – Debbie asked about a candidate's forum. After some discussion it was decided to have one. She will use the Town Hall ground rules and it will be on Saturday January 9th at 10 a.m. in the clubhouse.

- Webmaster – Dawna was not present, but Pamela shared that it is current as of today. She had not received the newsletter in the PDF form so she worked with Tom Strauss who scanned it in for her, so that is current too.
- Welcome Committee – Lorraine Sanborn welcomed the new people on 2901 Bogie Ct. Their names are Bill and Lois King. They had just moved in the day before so no phone number and email address available at this time.
- Yearbook Committee – Phil said they are on hold until 2010 after the budget approval.
- **Next Board Meeting** – January 23, 2010, following the annual membership meeting as directed in the By Laws and will be at the Senior Center.
- **Adjournment** – Phil motioned that we adjourn, Jackie seconded, and the ayes have it. Meeting adjourned at 7:36 p.m.

Respectively Submitted,

Pamela Gulbrandson

CCEHA Secretary