

CCEHA Board Meeting Minutes
April 18, 2013
CCEHA Clubhouse

Call to Order: Mary Kay Brady called the meeting to order at 4:01 p.m. Roll call was taken with Board members present: MaryKay Brady, President; Janet St.Cyr, Secretary; Dan Welch, Vice President; Linda Anderson, Treasurer; Janet Hayhurst, Director; Cheryl Richardson, Director. Absent: Phillip Swart, Director. Seven visitors present.

Adoption of Minutes

One correction offered by Janet St.Cyr to March 21, 2013 minutes: last item on page two should read **Status of Pending Projects**. *Moved by Janet Hayhurst, Seconded by Cheryl Richardson to approve March 21, 2013 minutes as corrected. Motion carried.*

Unfinished Business

MaryKay Brady said there is nothing new to report on legal proceedings.

Dan Welch gave the HUD age verification report. As of April 18, 2013 CCE has 170 homes built; 155 homes occupied of which 146 homes are occupied by at least one person over age 55. Thus, our HUD occupancy is 94.19%. Included in this summary are 16 rentals. Not included are 15 vacant homes for sale.

The re-worked Rental Policy was presented. *Moved by Janet Hayhurst, Seconded by Dan Welch that the Rental/Lease Administrative Policy be accepted as presented. Motion carried.*

Dan Welch reported on progress on the proposed CCEHA Homeowners Survey. Dan indicated that receiving individual responses/suggestions on the survey from Board members via e-mail was proving difficult to sort through. It was agreed by general consensus that a Board planning session will be scheduled soon to work out details and nuances on the Homeowners Survey. In addition, Dawna Diltz will be consulted in order to determine the best way to display the survey on the WEB in a way that seeks input from only CCE homeowners.

New Business

Committee Reports

Website – Stats Report submitted by Dawna Diltz

Total page loads (2006 - 2013) – 25,291

Year to date – 2,403 page loads

867 Unique visitors (488 first time visitors and 379 returning visitors)

April page loads (as of April 17) were 115

50 Unique visitors (31 first time visitors and 19 returning visitors)

Visitors came from New Mexico, Arizona, California, Illinois, Texas, Kansas, Florida, Wisconsin, Costa Rica, and Ohio

Welcome – Charlene LeMaster reported the Welcome Committee has met three new residents.

Rick Molitor, 2400 Fairway Drive, 55+ Homeowner

Steve and Janet Wolfe, 3011 Hook Road, 55+ Homeowners

Sandra and Troy Hill, 2503 Play Thru, 55+ Renters

Charlene indicated that she wanted to be certain that as a Welcome Committee member she was properly conveying to homeowners that they have access to the clubhouse and residents' address/telephone list, while conveying to renters that they are more than welcome to participate in activities at CCE and can most easily do so by checking the activities list on the bulletin board and/or

contacting a committee member or neighbor to inquire about any CCE activity. Board agreed that this was the best approach.

Newsletter – Barb Root reported that the next issue, to be completed mid-May and will be posted to the web.

Facilities – Dennis Grier reported that all door lock sets have been replaced. There is now only one key for all three doors. The heating system is shut down for the season and swamp cooler is up and running. The donated climbing roses have been planted behind the fence in the Garden Walk and are doing well.

Architectural – Chuck Whitaker is out of town; MaryKay Brady reported that three requests were made to the Architectural Committee and all three were approved. Chuck Whitaker has requested that alternates to the committee be named for when other members have scheduling conflicts. *Moved by Janet St.Cyr, Seconded by Linda Anderson that Rick Molitor be an alternate on the Architectural Committee when there are scheduling conflicts for Jackie Loflin or Ron Wolfe. Motion carried.*

Activities – Leighanne Wagner reported that the committee has events scheduled for every remaining month of this year. The next two upcoming events are Card Bingo on April 27 at 6:00 p.m. at the Clubhouse, and a Pizza Party on May 19 at 4:00 p.m. at Desert Walk.

Treasurer's Report

Linda Anderson presented CCEHA Balance Sheet and Profit & Loss report as of March 31, 2013. The report will be filed with the minutes.

Linda updated the Board on status of 2013 assessment collection. She will follow up on the three remaining assessment collections.

Meeting adjourned at 4:50 p.m.

There will be no meeting in May. The next CCEHA Board meeting is scheduled for Thursday, June 20, 2013 at 4:00 p.m. with open discussion at 3:45 p.m. in the CCEHA Clubhouse.

Respectfully Submitted,

Janet St.Cyr
CCEHA Secretary

C.C.E.H.A Balance Sheet

as of April 30, 2013

C.C.E.H.A Balance Sheet		
as of April 30, 2013		
Assets		
	Current Assets	
	First New Mexico Bank	\$ 56,165.12
	FNB Reserve Account	\$ 32,884.05
	Total Checking/Savings	\$ 89,049.17
	Total Current Assets	\$ 89,049.17
	Fixed Assets	
	Club House	\$ 47,900.00
	Land	\$ 36,386.00
	Total Fixed Assets	\$ 84,286.00
	Total Assets	\$ 173,335.17
Liabilities & Equity		
	Opening Bal. Equity	\$ 89,611.03
	Retained Earnings	\$ 61,621.55
	Net Income	\$ 254.43
	Total Equity	\$ 151,487.01
	Total Liabilities & Equity	\$ 173,335.17

CCEHA Profit & Loss Budget vs. Actual

April 30, 2013

Income		April	YTD	Budget	Budg. vs Actual
Annual Assessments		\$ 750.00	\$ 26,100.00		
Late Fees From 2013		\$ 8.00	\$ 11.00		
Annual Assessment 2012		\$ -	\$ 65.16		
Total Association Income		\$ 758.00	\$ 26,176.16	\$ 26,400.00	\$ 376.16
Association Expense					
Bookkeeping		\$ -	\$ 322.50	\$ 500.00	\$ 177.50
Emergency		\$ -	\$ 833.30	\$ 1,500.00	\$ 666.70
Legal Fees		\$ -	\$ 57.69	\$ 10,000.00	\$ 9,942.31
Licenses & Permits,Dues & Subscript.		\$ -	\$ 50.00	\$ 250.00	\$ 200.00
Insurance (3)		\$ -	\$ -	\$ 2,500.00	\$ 2,500.00
Supplies & Mailings		\$ -	\$ 687.56	\$ 1,000.00	\$ 312.44
Taxes & Property Tax		\$ -	\$ 93.36	\$ 800.00	\$ 706.64
Telephone		\$ 55.90	\$ 223.72	\$ 750.00	\$ 526.28
Web Site		\$ -	\$ 115.99	\$ 200.00	\$ 84.01
Utilities					
Electric		\$ 27.93	\$ 115.01		
Water & Gas		\$ 56.20	\$ 239.21		
Total Utilities				\$ 354.22	\$ 354.22
Total Association Expense		\$ 140.03	\$ 2,738.34	\$ 17,854.22	\$ 15,470.10
Committee Expense					
Activities				\$ 2,000.00	\$ 2,000.00
Architectural				\$ 10.00	\$ 10.00
Bylaws				\$ -	\$ -
Election & Nominations				\$ 400.00	\$ 400.00
Facilities					\$ -
Club house clean		\$ 100.00	\$ 400.00	\$ 1,200.00	\$ 800.00
Garden & common areas		\$ -	\$ 789.33	\$ 2,800.00	\$ 2,010.67
Club house Maintenance		\$ -	\$ 88.94	\$ 1,000.00	\$ 911.06
Total Facilities				\$ 5,000.00	\$ 5,000.00
HUD age verification				\$ -	\$ -
Newsletter		\$ -	\$ 55.64	\$ 109.58	\$ 53.94
Long Term Planning				\$ -	\$ -
Welcome				\$ 100.00	\$ 100.00
Total Committee Expenses		\$ 100.00	\$ 1,333.91	\$ 7,619.58	\$ 6,285.67
Total Expenses		\$ 240.03	\$ 4,072.25	\$ 25,473.80	\$ 21,401.55
Interest Income Reserve Account		\$ -	\$ 52.52		
Net Income		\$ 517.97			

C.C.E.H.A Balance Sheet

as of May 31, 2013

C.C.E.H.A Balance Sheet		
as of May 31, 2013		
Assets		
	Current Assets	
	First New Mexico Bank	\$ 54,222.11
	FNB Reserve Account	\$ 32,884.05
	Total Checking/Savings	\$ 87,106.16
	Total Current Assets	\$ 87,106.16
	Fixed Assets	
	Club House	\$ 47,900.00
	Land	\$ 36,386.00
	Total Fixed Assets	\$ 84,286.00
	Total Assets	\$ 171,392.16
Liabilities & Equity		
	Opening Bal. Equity	\$ 89,611.03
	Retained Earnings	\$ 61,621.55
	Net Income	\$ 20,159.58
	Total Equity	\$ 171,392.16
	Total Liabilities & Equity	\$ 171,392.16

CCEHA Profit & Loss Budget vs. Actual

May 31, 2013

Income		May	YTD	Budget	Budg. vs Actual
Annual Assessments		\$ 432.74	\$ 26,532.74		
Late Fees From 2013		\$ 1.50	\$ 12.50		
Annual Assessment 2012		\$ -	\$ 65.16		
Total Association Income		\$ 434.24	\$ 26,610.40	\$ 26,400.00	\$ (55.08)
Association Expense					
Bookkeeping		\$ -	\$ 322.50	\$ 500.00	\$ 177.50
Emergency		\$ -	\$ 833.30	\$ 1,500.00	\$ 666.70
Legal Fees		\$ -	\$ 57.69	\$ 10,000.00	\$ 9,942.31
Licenses & Permits,Dues & Subscript.		\$ -	\$ 50.00	\$ 250.00	\$ 200.00
Insurance (3)		\$ 1,979.00	\$ 1,979.00	\$ 2,500.00	\$ 521.00
Supplies & Mailings		\$ 9.20	\$ 696.76	\$ 1,000.00	\$ 303.24
Taxes & Property Tax		\$ -	\$ 93.36	\$ 800.00	\$ 706.64
Telephone		\$ 55.90	\$ 279.62	\$ 750.00	\$ 470.38
Web Site		\$ -	\$ 115.99	\$ 200.00	\$ 84.01
Utilities					
Electric		\$ 24.33	\$ 139.34		
Water & Gas		\$ 38.88	\$ 278.09		
Total Utilities				\$ 820.00	\$ 820.00
Total Association Expense		\$ 2,107.31	\$ 4,845.65	\$ 18,320.00	\$ 13,891.78
Committee Expense					
Activities		\$ 75.34	\$ 75.34	\$ 2,000.00	\$ 1,924.66
Architectural				\$ 10.00	\$ 10.00
Bylaws				\$ -	\$ -
Election & Nominations				\$ 400.00	\$ 400.00
Facilities					\$ -
Club house clean		\$ 100.00	\$ 500.00	\$ 1,200.00	\$ 700.00
Garden & common areas		\$ -	\$ 789.33	\$ 2,800.00	\$ 2,010.67
Club house Maintenance		\$ 94.60	\$ 183.54	\$ 1,000.00	\$ 816.46
Total Facilities				\$ 5,000.00	
HUD age verification				\$ -	\$ -
Newsletter		\$ -	\$ 109.58	\$ 400.00	\$ 290.42
Long Term Planning				\$ -	\$ -
Welcome				\$ 100.00	\$ 100.00
Total Committee Expenses		\$ 269.94	\$ 1,657.79	\$ 7,910.00	\$ 6,252.21
Total Expenses		\$ 2,377.25	\$ 6,503.44	\$ 26,230.00	\$ 19,726.56
Interest Income Reserve Account		\$ -	\$ 52.62		
Net Income		\$ (1,943.01)	\$ 20,159.58		

**COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION
MONTHLY REPORT OF THE ARCHITECTURAL COMMITTEE**

Date: 4/16/13

To: Homeowners Board

From: Architectural Committee

REPORT ON PETITIONS, APPLICATIONS, AND ACTIONS

REPORTING PERIOD: 4/16/13 - 6/20/13

DATE	APPLICANT	ADDRESS	ACTION REQUESTED
5/2/13	MARINA ROSALINDA COSTA	2909 DRIVER	PAINT (SAME COLOR) & STAIRWAY TO
5/7/13	JUNE DAVIDSON	2400 PLAYTHRU	ROOF - TEXTURED & PAINTED - IDENTICAL TO NEIGHBORS STAIRWAY @ 2905.
5/7/13	JUNE DAVIDSON	2400 PLAYTHRU	ADDITION OF 8X10 SUN SPA ROOM ON REAR PATIO. ROOM TO MATCH CURRENT SANTA FE HOUSE STYLE.
5/17/13	JESS HAYES / DEBBE GWIN	3006 SUCERA	PAINT HOUSE (SUDEK)
6/6/13	ANN WAGNER - CHAFFIELD	2915 WEDGERD	NEW FRONT SCREEN DOOR

DATE	APPLICANT	ADDRESS	ACTION TAKEN
5/8/13	MARINA ROSALINDA COSTA	2909 DRIVER	APPROVED
5/8/13	JUNE DAVIDSON	2400 PLAYTHRU	APPROVED
5/23/13	JESS HAYES / DEBBE GWIN	3006 SUCERA	APPROVED
6/10/13	ANN WAGNER - CHAFFIELD	2915 WEDGERD	APPROVED
6/18/13	RICHARD A. MOLITOR	2400 FAIRWAY DR SE	APPROVED