

CCEHA Board Meeting Minutes
October 17, 2013
CCEHA Clubhouse

Call to order: MaryKay Brady called the meeting to order at 4:00 pm. Roll call was taken with Board members present: MaryKay Brady, President, Dan Welch, Vice President; Linda Anderson, Treasurer; Phillip Swart, Director, and Cheryl Richardson, Director. Absent: Janet StCyr, Secretary. Also in attendance were nine homeowners.

There were no changes to the proposed agenda.

Adoption of minutes: Moved by Dan Welch, seconded by Cheryl Richardson that the minutes of the September 19, 2013 be accepted as written. Motion carried.

Unfinished Business:

MaryKay stated that there is nothing new to report regarding legal proceedings.

HUD Report: see detailed report attached to minutes on website

Wes Hooper with the City of Deming is working on sidewalk hazards at 3013 Wedge, 2605 Water Hazard, 3004 Driver and 3008 Driver.

AED device-Phillip Swart continues to follow up on this.

A budget committee is needed. We have one non-board member volunteer.

No one has volunteered to assist with Nominations and Elections. Barb Root had earlier volunteered to help with computer issues and securing the needed data from the courthouse. Sadly it appears the Board will have to handle this important job in the face of no one in the community stepping forward.

A legal review has been done to assure compliance with all Federal, State, and local laws. This will be available to this board and future boards as times may call for modifications to our Governing Documents. Currently we are in compliance with all applicable laws.

A discussion regarding the need for hiring a management company was held. Upon a motion by MaryKay and a second by Dan the Board will sign a contract with Assoc Canyon Gate. The term will be either one or two years. To this end a letter will be mailed in mid-November to every homeowner of record disclosing the need for this decision. Two open houses are tentatively scheduled for Tuesday, December 10th from 11-12 and Thursday, December 12th from 3-4. This is an open house to be attended by all Board members if they choose and all homeowners for the purpose of asking questions. No action will be taken.

Once again it was noted that the annual meeting will be held January 25, 2014 at 8:00 am at the Deming Depot next to Starmax.

Committee Reports:

Website: Status report received from Dawna, details are attached to the minutes on website

Welcome: MaryKay reported for Charlene that there were no welcomes yet this month

Newsletter: Barb reported that the next newsletter will be out in early December. This is a bit of delay to accommodate the timing of the Board letter and Open Houses schedule.

Facilities: Dennis gave special mention to JR (Jim) and Cheryl Richardson for their work in the Clubhouse, parking lot and Desert Walk. They see things that need to be done and do them without being asked. He felt we could use at least 20 more folks like them. Report details are attached to the minutes on the website.

Architectural-Rick reported three requests that have been received and approved. Details are attached to the minutes on the website.

Activities: Leighanne reported the November 1st First Friday coffee and donuts from 9-10 am; November 23rd Fall Potluck and December 7th Christmas Party at Palma's with a cost of \$16.50 per person. The Titanic Murder Mystery was a huge success and enjoyed by all in attendance.

Treasurer's Report: Linda Anderson reviewed the balance sheet and profit and loss statements. They will be filed with the minutes.

With no further business presented for the good of the community the meeting adjourned at 5:01 pm.

There is no meeting scheduled for November. The next scheduled Board meeting will be Thursday, December 19th at 4:00 pm with open discussion at 3:35 in the CCEHA Clubhouse.

MaryKay Brady
Acting for the CCEHA Secretary

C.C.E.H.A Balance Sheet
as of October 31, 2013

Assets

Current Assets

First New Mexico Bank	\$	15,600.34
FNB Reserve Account	\$	63,002.84
Total Checking/Savings	\$	78,603.18

Total Current Assets \$ 78,603.18

Fixed Assets

Club House	\$	47,900.00
Land	\$	36,386.00

Total Fixed Assets \$ 84,286.00

Total Assets \$ 162,889.18

Liabilities & Equity

Opening Bal. Equity	\$	89,611.03
Retained Earnings	\$	61,621.55
Net Income	\$	11,656.60
Total Equity	\$	162,889.18

Total Liabilities & Equity \$ 162,889.18

CCEHA Profit & Loss Budget vs. Actual

October 31, 2013

Income	October	YTD	Budget	Budg. vs Actual
Annual Assessments	\$ -	\$ 27,045.24		
Late Fees From 2013	\$ -	\$ 12.50		
Annual Assessment 2012	\$ -	\$ 65.16		
Annual Assessment Other	\$ -	\$ 150.00		
Transfer Fee	\$ -	\$ 600.00		
Total Association Income	\$ -	\$ 27,872.90	\$ 26,400.00	\$ 1,472.90
Association Expense				
Bookkeeping	\$ -	\$ 322.50	\$ 500.00	\$ 177.50
Emergency	\$ -	\$ 833.30	\$ 1,500.00	\$ 666.70
Legal Fees	\$ 742.50	\$ 800.19	\$ 10,000.00	\$ 9,199.81
Licenses & Permits,Dues & Subscript.	\$ -	\$ 75.00	\$ 250.00	\$ 175.00
Insurance (3)	\$ -	\$ 2,338.00	\$ 2,500.00	\$ 162.00
Supplies & Mailings	\$ 15.63	\$ 855.66	\$ 1,000.00	\$ 144.34
Taxes & Property Tax	\$ 774.24	\$ 867.60	\$ 800.00	\$ (67.36)
Telephone	\$ 56.52	\$ 561.55	\$ 750.00	\$ 188.45
Web Site	\$ -	\$ 115.99	\$ 200.00	\$ 84.01
Utilities				
Electric	\$ 34.95	\$ 288.72		
Water & Gas	\$ 65.51	\$ 614.08		
Total Utilities		\$ 902.80	\$ 820.00	\$ (82.80)
Total Association Expense	\$ 1,689.35	\$ 7,672.59	\$ 18,320.00	\$ 10,647.41
Committee Expense				
Activities	\$ 395.48	\$ 782.82	\$ 2,000.00	\$ 1,217.18
Architectural	\$ -	\$ -	\$ 10.00	\$ 10.00
Bylaws			\$ -	\$ -
Election & Nominations			\$ 400.00	\$ 400.00
Facilities				\$ -
Club house clean	\$ 100.00	\$ 1,000.00	\$ 1,200.00	\$ 200.00
Garden & common areas	\$ -	\$ 1,539.02	\$ 2,800.00	\$ 1,260.98
Club house Maintenance	\$ 2,426.82	\$ 5,120.64	\$ 1,000.00	\$ (4,120.64)
Total Facilities			\$ 5,000.00	
HUD age verification			\$ -	\$ -
Newsletter	\$ -	\$ 272.64	\$ 400.00	\$ 127.36
Long Term Planning			\$ -	\$ -
Welcome			\$ 100.00	\$ 100.00
Total Committee Expenses	\$ 2,922.30	\$ 8,715.12	\$ 7,910.00	\$ (805.12)
Total Expenses	\$ 4,611.65	\$ 16,387.71	\$ 26,230.00	\$ 9,842.29
Interest Income Reserve Account	\$ -	\$ 171.41		
Net Income	\$ (4,611.65)	\$ 11,656.60		

C.C.E.H.A Balance Sheet
as of November 30, 2013

Assets

Current Assets

First New Mexico Bank	\$	15,204.48
FNB Reserve Account	\$	63,002.84
Total Checking/Savings	\$	78,207.32

Total Current Assets \$ 78,207.32

Fixed Assets

Club House	\$	47,900.00
Land	\$	36,386.00

Total Fixed Assets \$ 84,286.00

Total Assets \$ 162,493.32

Liabilities & Equity

Opening Bal. Equity	\$	89,611.03
Retained Earnings	\$	61,621.55
Net Income	\$	11,260.74
Total Equity	\$	162,493.32

Total Liabilities & Equity \$ 162,493.32

CCEHA Profit & Loss Budget vs. Actual

November 30, 2013

Income				November	YTD	Budget	Budg. vs Actual
Annual Assessments				\$ -	\$ 27,045.24		
Late Fees From 2013				\$ -	\$ 12.50		
Annual Assessment 2012				\$ -	\$ 65.16		
Annual Assessment Other				\$ -	\$ 150.00		
Transfer Fee				\$ -	\$ 600.00		
Total Association Income				\$ -	\$ 27,872.90	\$ 26,400.00	\$ 1,472.90
Association Expense							
	Bookkeeping			\$ -	\$ 322.50	\$ 500.00	\$ 177.50
	Emergency			\$ -	\$ 833.30	\$ 1,500.00	\$ 666.70
	Legal Fees			\$ -	\$ 800.19	\$ 10,000.00	\$ 9,199.81
	Licenses & Permits,Dues & Subscript.			\$ -	\$ 75.00	\$ 250.00	\$ 175.00
	Insurance (3)			\$ -	\$ 2,338.00	\$ 2,500.00	\$ 162.00
	Supplies & Mailings			\$ -	\$ 855.66	\$ 1,000.00	\$ 144.34
	Taxes & Property Tax			\$ -	\$ 867.60	\$ 800.00	\$ 67.60
	Telephone			\$ 56.52	\$ 618.07	\$ 750.00	\$ 131.43
	Web Site			\$ -	\$ 115.99	\$ 200.00	\$ 84.01
	Utilities						
	Electric			\$ 33.06	\$ 321.78		
	Water & Gas			\$ 42.69	\$ 656.77		
	Total Utilities				\$ 978.55	\$ 820.00	\$ 158.55
Total Association Expense				\$ 132.27	\$ 7,804.86	\$ 18,320.00	\$ 10,515.14
Committee Expense							
	Activities			\$ -	\$ 782.82	\$ 2,000.00	\$ 1,217.18
	Architectural			\$ -	\$ -	\$ 10.00	\$ 10.00
	Bylaws					\$ -	\$ -
	Election & Nominations					\$ 400.00	\$ 400.00
	Facilities						\$ -
	Club house clean			\$ 100.00	\$ 1,100.00	\$ 1,200.00	\$ 100.00
	Garden & common areas			\$ 113.59	\$ 1,652.61	\$ 2,800.00	\$ 1,147.41
	Club house Maintenance			\$ 50.00	\$ 5,170.64	\$ 1,000.00	\$ (4,170.64)
	Total Facilities					\$ 5,000.00	
	HUD age verification					\$ -	\$ -
	Newsletter			\$ -	\$ 272.64	\$ 400.00	\$ 127.36
	Long Term Planning					\$ -	\$ -
	Welcome					\$ 100.00	\$ 100.00
Total Committee Expenses				\$ 263.59	\$ 8,978.71	\$ 7,910.00	\$ (1,068.71)
Total Expenses				\$ 395.86	\$ 16,783.57	\$ 26,230.00	\$ 9,446.43
Interest Income Reserve Account				\$ -	\$ 171.41		
Net Income				\$ (395.86)	\$ 11,260.74		

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

Date: 12/18/13

To: Homeowners Board

From: Architectural Committee

REPORT ON PETITIONS, APPLICATIONS, AND ACTIONS

REPORTING PERIOD: 10/17/13 — 12/18/13

DATE	APPLICANT	ADDRESS	ACTION REQUESTED
12/16	RICHARD + DEBBIE HAYHURST	3006 BOGIE CT.	RAISE WALL ON SOUTH PROP. LINE TO 6' TO MATCH EXISTING STONE WALL WHICH IS ≈ 4' IN HEIGHT

DATE	APPLICANT	ADDRESS	ACTION TAKEN
12/17	RICHARD + DEBBIE HAYHURST	3006 BOGIE CT	APPROVED

New Owners

John & Cleo Edwards
2911 Sand Trap

Gus & Vicki Telles
3007 Eagle

Curt & Sandra Walker
3001 Bogie

Eric & Wendy Woodhouse
2905 Water Hazard

Ken & Gail Hennig
3007 Putting Green

DECEMBER 2013 WEBSITE REPORT

December 1st – December 19th

UPDATES:

December Activity Calendars

September Board meeting minutes

November/December Newsletter

New email address for Dan Welch

STATS:

Total page loads (2006-2013) 30,105

Year to date—7,217 page loads

2,556 Unique visitors (1,561 first time visitors and 995 returning visitors)

December page loads were 365 (as of December 19th)

147 Unique visitors (77 first time visitors and 70 returning visitors)

Visitors came from New Mexico, Illinois, Florida, and Canada

Monday December 16th was the biggest hit day with 43 page loads

Dawna Diltz

**HUD 80% Occupancy Report Summary
12/19/2013**

Number of Homes Built:	171	
Number of Occupied Homes:	162	
Homes Occupied with at Least One Over 55:	153	94.44%
Homes Occupied with No One Over 55:	9	5.56%
Number of Rentals Included in this Summary:	15	
Number of Vacant Homes NOT Included in this Summary*:	9	
Owned Lots w/o Homes NOT Included in this Summary:	9	

*HUD states that a home is considered vacant when the owner has not occupied the residence at anytime during the preceding year or has moved out and put the home up for sale. HUD does not consider vacant (unoccupied) homes as part of the over/under 55 requirement. As such, they are NOT considered in this Summary.