

CCEHA Board Meeting Minutes  
August 15, 2013  
CCEHA Clubhouse

**Call to Order:** MaryKay Brady called the meeting to order at 4:02 p.m. Roll call was taken with Board members present: MaryKay Brady, President; Janet St.Cyr, Secretary; Linda Anderson, Treasurer; Cheryl Richardson, Director; Phillip Swart, Director. Absent: Dan Welch, Director; Toots Hayhurst. Director. Homeowners present: 5.

There were no changes to the proposed agenda.

**Adoption of Minutes:** *Moved by Phil Swart, Seconded by Cheryl Richardson that the minutes of July 18, 2013 be accepted as written. Motion carried.*

**Unfinished Business:** MaryKay stated that there is nothing new to report regarding legal proceedings.

**New Business:**

HUD Report – Linda Anderson reported that as of August 15, 2013 we are currently over the 80% HUD Occupancy requirement with 93.79% homes occupied by at least one person over 55; 6.25% occupied with no one over 55.

MaryKay reported that she and Janet St.Cyr met at First New Mexico bank to sign and have notarized the Notice of Homeowner Association Declaration required by NM Senate Bill 497 which became law July 1, 2013. MaryKay then went to the Luna County Courthouse to have the document properly filed for a \$25.00. A copy of this document will be placed in the CCEHA filing cabinet. HOA Declaration must be filed January each year reflecting change of board officers. Mid-year filings would be required should any modifications to by-laws occur or any real property acquired. The \$25.00 recording fee would be assessed at each filing.

**Committee Reports:**

**Website** - Status report received from Dawna Diltz; details attached to minutes on the website.

**Welcome** - Charlene LeMaster reported that new homeowners were welcomed. Bill and Diane Carl at 3105 Slice, and Joyce Reynolds at 3016 Driver. All are over age 55.

**Newsletter** - Barb Root reported that the next issue is on track for September 15 publication.

**Facilities** - MaryKay Brady reported that Facilities Committee installed four new carriage lamps at intersection of Play Thru and Country Club. Solar powered, the only minimal draw on electricity would occur on Deming's rare cloudy/overcast days. The lamps are working beautifully.

MaryKay reported that the Desert Walk needs weeding; this will be taken care of and associated costs will be covered in Facilities budget.

**Architectural** - Rick Molitor reported that one request has been received and approved: Kelley, 3016 Eagle Road – paint outside of house, repair of cracks in roof, seal around windows and wood.

Rick also stated regarding weeds at for-sale homes that Chuck Whitaker frequently contacts local realtors. Micki at United Country who generally responds positively; talking with Garland is like "talking to a wall."

MaryKay reported that she and Cheryl will be speaking at the next Board of Realtors meeting in September at which time they will address the NM Senate bill 497. In addition, they will make pointed remarks about the need for realtors to work more closely with CCEHA to keep homes looking presentable.

**Activities** - Leighanne Wagner reported that the next event, Pictures-from-the-Past party, is scheduled for Saturday, September 14, 7:00 p.m. at the Clubhouse. The committee is asking people to bring pictures of themselves from when they were kids, young adults, special events, etc. There will be a guessing game as to who is who and promises to be a lot of fun.

**Treasurer's Report:** Linda Anderson presented financial reports for July. The CCEHA Balance Sheet and Profit & Loss reports ending July 31, 2013 will be filed with the minutes for approval at the September board meeting. We are current with annual assessments with the exception of the Reynolds property. MaryKay continues to follow up with the Los Angeles realtor handling that property closing.

**Refrigerated Air for Clubhouse** - MaryKay reported that there have been some health issues with attendees at the exercise class. There has been a blizzard of e-mails regarding this, mostly in favor, and it appears to be time we had refrigerated air installed in the clubhouse. *Moved by MaryKay Brady, Seconded by Phil Swart that CCEHA install refrigerated air to accommodate the current 1,000 square feet of the clubhouse at a cost of no more than \$5,000. Further that a committee of three homeowners (Dan Welch, Jim Rankin and Dennis Grier) be asked to investigate costs. Following discussion, motion carried.*

**Other New Business:**

**AED Unit for Clubhouse** Phil Swart reported on another potential health issue about the benefits of having an Automatic External Defibrillator (AED) available in the Clubhouse. Normally the Health Department will supply the unit as well as offer necessary training at no cost to the. *Moved by MaryKay Brady, Seconded by Cheryl Richardson that we make necessary arrangements to obtain an ED and proper training on its use. Motion carried.*

**Board Member Resignation** *By acclimation the Board accepts Toots Hayhurst's resignation from the Board of Directors for cause.*

Meeting adjourned at 4:47 p.m.

Next regularly scheduled CCEHA Board meeting: Thursday, September 19, 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

## CCEHA Profit &amp; Loss Budget vs. Actual

August 31, 2013

<i>Income</i>			August	YTD	Budget	Budg. vs Actual
Annual Assessments			\$ -	\$ 27,045.24		
Late Fees From 2013			\$ -	\$ 12.50		
Annual Assessment 2012			\$ 62.50	\$ 65.16		
Annual Assessment Other			\$ 150.00	\$ 150.00		
Transfer Fee				\$ 300.00		
<b>Total Association Income</b>			<b>\$ 212.50</b>	<b>\$ 27,572.90</b>	\$ 26,400.00	\$ 1,172.90
<b>Association Expense</b>						
	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.		\$ 25.00	\$ 75.00	\$ 250.00	\$ 175.00
	Insurance (3)		\$ -	\$ 2,338.00	\$ 2,500.00	\$ 162.00
	Supplies & Mailings		\$ -	\$ 812.02	\$ 1,000.00	\$ 187.98
	Taxes & Property Tax		\$ -	\$ 93.36	\$ 800.00	\$ 706.64
	Telephone		\$ 57.16	\$ 448.55	\$ 750.00	\$ 301.45
	Web Site		\$ -	\$ 115.99	\$ 200.00	\$ 84.01
	Utilities					
	Electric		\$ 31.42	\$ 223.67		
	Water & Gas		\$ 87.64	\$ 477.35		
	Total Utilities				\$ 820.00	\$ 820.00
<b>Total Association Expense</b>			<b>\$ 201.22</b>	<b>\$ 5,797.43</b>	<b>\$ 18,320.00</b>	<b>\$ 13,223.59</b>
<b>Committee Expense</b>						
	Activities		\$ 212.00	\$ 387.34	\$ 2,000.00	\$ 1,612.66
	Architectural		\$ -	\$ -	\$ 10.00	\$ 10.00
	Bylaws				\$ -	\$ -
	Election & Nominations				\$ 400.00	\$ 400.00
	Facilities					\$ -
	Club house clean		\$ 100.00	\$ 800.00	\$ 1,200.00	\$ 400.00
	Garden & common areas		\$ 396.00	\$ 1,362.36	\$ 2,800.00	\$ 1,437.64
	Club house Maintenance		\$ 16.88	\$ 267.00	\$ 1,000.00	\$ 733.00
	Total Facilities				\$ 5,000.00	
	HUD age verification				\$ -	\$ -
	Newsletter		\$ 54.33	\$ 217.85	\$ 400.00	\$ 182.15
	Long Term Planning				\$ -	\$ -
	Welcome				\$ 100.00	\$ 100.00
<b>Total Committee Expenses</b>			<b>\$ 779.21</b>	<b>\$ 3,034.55</b>	<b>\$ 7,910.00</b>	<b>\$ 4,875.45</b>
<b>Total Expenses</b>			<b>\$ 980.43</b>	<b>\$ 8,831.98</b>	<b>\$ 26,230.00</b>	<b>\$ 17,398.02</b>
<b>Interest Income Reserve Account</b>			<b>\$ -</b>	<b>\$ 100.03</b>		
<b>Net Income</b>			<b>\$ (767.93)</b>	<b>\$ 18,840.95</b>		

## C.C.E.H.A Balance Sheet

as of August 31, 2013

C.C.E.H.A Balance Sheet			
as of August 31, 2013			
Assets			
	Current Assets		
	First New Mexico Bank	\$	22,856.07
	FNB Reserve Account	\$	62,931.46
	Total Checking/Savings	\$	85,787.53
	Total Current Assets	\$	85,787.53
	Fixed Assets		
	Club House	\$	47,900.00
	Land	\$	36,386.00
	Total Fixed Assets	\$	84,286.00
	<b>Total Assets</b>	<b>\$</b>	<b>170,073.53</b>
Liabilities & Equity			
	Opening Bal. Equity	\$	89,611.03
	Retained Earnings	\$	61,621.55
	Net Income	\$	18,840.95
	Total Equity	\$	170,073.53
	<b>Total Liabilities &amp; Equity</b>	<b>\$</b>	<b>170,073.53</b>

## Welcome Committee Report

Marie L Meulemans  
2417 Fairway Dr SE  
703 203 5545  
[mlmeulemans@yahoo.com](mailto:mlmeulemans@yahoo.com)  
55+ Renter

Linda Dahlberg  
2421 Play Thru  
575 936 4194  
[lkdahlberg@sbcglobal.net](mailto:lkdahlberg@sbcglobal.net)  
55+ owner

Linda McCarty  
3001 Driver  
546 7436 or 494 0422  
[mMccartylinda45@yahoo.com](mailto:mMccartylinda45@yahoo.com)  
55+ renter

## Facilities 9/19/13

- ① We have found a young man to help with the weed control in the common areas. He will be paid by the hour for work done.  
As everyone knows the weed problem has gotten worse with the rain. Just a reminder → All home owners or tenants are responsible for weed control on their property and adjoining area. (allies, streets, sidewalks + easements) Your cooperation is appreciated. Remember this is YOUR community and reflects back on you.
- ② Air Conditioning should be completed by Saturday 9/21/13 if everything goes as planned.
- ③ Operating instructions will be posted by the thermostat. Remember that cool down will take no more than 15 to 30 minutes. Also shut down before you leave the building. This unit will cost a lot more to run than a swamp cooler.

## **HUD 80% Occupancy Report Summary 9/19/2013**

Number of Homes Built:	171	
Number of Occupied Homes:	163	
Homes Occupied with at Least One Over 55:	153	93.87%
Homes Occupied with No One Over 55:	10	6.13%
Number of Rentals Included in this Summary:	16	
Number of Vacant Homes for Sale 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.

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

Date: 8/16/13

To: Homeowners Board

From: Architectural Committee

REPORT ON PETITIONS, APPLICATIONS, AND ACTIONS

REPORTING PERIOD: 8/16/13 - 9/19/13

DATE	APPLICANT	ADDRESS	ACTION REQUESTED
8/27/13	LINDA DAHLBERG JOE SENA	2421 PLAYTHRU	PAINT FRONT DOOR (RED) & GATES (BLACK) <span style="float: right;">SEE SAMPLE</span>
9/2/13	CHERYL FONTANE	3000 WEDGE	PAINT GATES AT BACK & SIDE OF HOUSE BROWN
9/12/13	JIM/JACKIE RANKIN	3025 PUTTING GREEN	CONSTRUCTION OF 8'X15' ALUMINUM PERGOLA ON BACK PATIO; COLOR TO MATCH HOUSE

DATE	APPLICANT	ADDRESS	ACTION TAKEN
9/3	LINDA DAHLBERG	2421 PLAYTHRU	APPROVED
9/3	JOE SENA / CHERYL FONTANE	3000 WEDGE	APPROVED
9/12	JIM/JACKIE RANKIN	3025 PUTTING GREEN	APPROVED



# **SEPTEMBER 2013 WEBSITE REPORT**

**September 1<sup>st</sup> – September 18th**

## **UPDATES:**

**Reference Manual---Weed Removal**

**July Minutes**

**September Activity Calendars**

**Total page loads (2006-2013) 28,606**

**Year to date—5,718 page loads**

**1,960 Unique visitors (1,184 first time visitors and 776 returning visitors)**

**September page loads were 450 (as of September 18<sup>th</sup> )**

**155 Unique visitors (100 first time visitors and 55 returning visitors)**

**Visitors came from New Mexico, Arizona, California, New York, Minnesota, Oregon, New Jersey, New Hampshire, and one lost soul in Russia.**

**Sunday September 15<sup>th</sup> was the biggest hit day with 25 page loads**

**Dawna Diltz**

