

**Country Club Estates Board Meeting  
February 6, 2003**

**Meeting called to order @ 9 a.m.** by President Mike Walsh.

**Attendance:** All 6 board members were present, and 10 homeowners.

**Minutes of the January 9, 2003 meeting and Annual Meeting of January 25, 2003:**

**Motion** to accept both sets of minutes as presented was made by Janet Secor.

**Seconded** by Walt. Hoefler

**Discussion:** None.

**Vote:** All in favor.

**Treasurer's Report:**

Printed report handed out to everyone. Balance on hand as of 1/31/03 is \$3,671.96.

**Motion** made by Marie Miller to accept report as written.

**Seconded** by Janet Secor.

**Discussion:** Jane commented that since this report had been typed, more monies have come in from assessment fees. A question was asked about the business tax listed and Mike W. explained that we as an Association pay a property tax, which was actually less than anticipated, so there is money left in that fund.

**Vote:** All in favor.

**Old Business:**

1) **Auditing** of 2002 accounts: Books are going to Sally Cooper, an employee of one of the CPA firms and should be back in a few days.

**New Business:**

1) **Board Planning Session:** In policies to have at least once every two years. Since we did not have one in 2002, Mike would like to set up a full day meeting of the board to look at where we were a year ago, where we are today, where we want to be this time next year, and where we want to be five years from now.

**Discussion:**

**Suggestion** was made by Walt Hoefler to include one member from each of the committees.

**Suggestion** was made by Sharon Galbraith to have everyone be able to input their ideas for this.

**Newsletter:** Mike suggested we put something in the newsletter concerning this and asked Shirley if we could get the newsletter out early for March so we can get input back before the meeting. Four members of the board met with the Reedys on 2/5 and they asked what our plans were for the future. Jane brought up the fact that the Reedys had offered to build a pool and people were asking when this was going to happen.

**Suggestion** was made by Walt Hoefler to include a questionnaire and list certain items and ask for the opinions of the homeowners of what they would like done on a scale of 1 to 10, with 1 being the most important. Sharon Galbraith volunteered to work on the questionnaire.

**Suggestion** was made by Mike Walsh that we have an experienced facilitator, and pay a fee if needed.

**Resolved:** That the Board will meet to discuss what we believe we need to do as a board and as an organization to make the association what it can be in the near future and in the long term future. This will include policies and procedures, facilities, future plans and goals.

**Date of this meeting:** March 19 from 9 a.m. till finished. Meeting to be held at the clubhouse.

2) **Starting a Web-Page:**

**Discussion:** Mike said we discussed this last month and Jack Galbraith would look into this for us. Jack reported that the monthly fee would be \$10 and that the start-up fee is free. Jack suggested a credit card to pay monthly fee. Mike said we don't have this, but Jane said she would look into having a direct withdrawal from the checking account. Mike also said this is one more way to communicate with everyone.

**Motion** made by Jane Franklin that we have Jack Galbraith set-up a Web-page for us and for Sharon Galbraith to draw up the contract.

**Seconded** by Walt Hoefler.

**Vote:** All in favor.

## CCE Board Meeting, Feb. 6, 2003, continued

### 3) Appointment of a Government Affairs Committee:

**Discussion:** Mike said he felt it important to form a committee to keep us current with what is happening that may affect us and to be able to present any problems or questions. It was suggested that we have someone attend the Chamber meetings. Also to address such issues as the sewage plant odor and zoning regulations, setback requirements, etc. that may relate to us. Suggestion was made to change the name of this committee to broaden the scope. Under the Association structure, this committee would report to the President. Volunteers asked for. Suggestion made to ask more of the homeowners. Guidelines for this committee to be developed by this committee.

**Motion** was made by Sharon Galbraith to develop a Community Affairs Committee and that we empower the President, Mike Walsh, to appoint 3 or more people to the committee.

**Seconded** by Janet Secor.

**Vote:** All in favor

### 4) Reference Book:

**Discussion:** Mike said he has most of this on his computer -- this includes declaration of restrictions, amended by-laws, architectural committee guidelines, age policy, club house rules & regulations, board policies and procedures, but still need short paragraphs on structure and purpose of each committee. Janet Secor will get this info from the committees. Sharon Galbraith suggested a condensed plat of the community showing location of fire hydrants, mail boxes, etc. Mike also said we should include numbers for police & fire emergencies, website and e-mail address, and a list of residents (which would have to be up-dated by owners as changes occur), and what the duties of the Welcome Committee are. Sharon G. is working with Mike to make this into a workable format.

### 5) Authorization to submit amended By-Laws to the state:

**Motion** was made by Janet Secor to have Jane Franklin draw a check to pay the processing fee and for Marie Miller to send this along with amended By-Laws to the state.

**Seconded** by Walt Hoefler.

**Vote:** All in favor.

## Committee Reports:

**1) Architectural Committee:** Jerry Otte reported that they do have a neighbor who is not cleaning up after their animals nor following allowed number of pets. Mike said the A. Committee has the authority to send a written notice to the offender and also give a copy to the Board. Jerry also mentioned that some R & R's are not dated. Mike said all current copies will be dated. It was also suggested to include a list of the names of the heads of the committees and their phone numbers in the reference booklet so people would know who to call when they had a problem with something. This can be revised as needed, as format of book will be loose-leaf style.

**2) Activities Committee:** Eva Myer reported that they are doing well. They have made \$100 for their account. The Frito Pie lunch went over well, the Book Discussion group has started, the Welcome Committee is going well, the Sharing Your Talents program had a good showing, & Sat. mornings coffee hour is also going well. Upcoming events: Relay for Life will be forming a team again this year; on Monday, Feb 17th at 5 p.m. there will be another soup & chili night; and on Friday, Feb 28th at 7 p.m. there will be a cards and games night. Keith Smith said he would organize some 4-wheel drive/hiking excursions and will make sheets for anyone interested should please sign-up.

**3) Age Committee:** Jack Galbraith said there was nothing to report

**4) Facilities Committee:** Ben Secor reported that he had talked to electrician about the disposal and dish washer hook-up, (which have never been hooked up). Several men looked and couldn't figure out how to do it. Walt mentioned that the Reedy's had suggested using a key-pad entry for the club house so it is more available to homeowners.

**5) Meeting with the Reedy's on Feb. 5th:** Mike read e-mail from Reedy's asking us to meet with them at lunch time. Four members of the board responded. Subjects they brought up: a) could we change our mtg time to noon, as they are extremely busy at 9 a.m. b) they want to know what they can contribute in the way of amenities, which would be to their advantage as well as ours c) what has happened to their offer to build a swimming pool d) have info from the homeowner's convention they would like to share with us e) what are the long term plans for expansion of the clubhouse (these are the same as presented about 6 or so months ago) and f) to make a key-pad entry on the clubhouse door. We agreed to bring these issues back to this meeting.

## **CCE Board Meeting, Feb. 6, 2003, continued**

### **Discussion:**

- 1) After much discussion it was consented on to try a noon meeting (but no lunch) thru the spring to see how this would work out.
- 2) To send out a questionnaire in the newsletter asking the homeowners their 1-10 priority on a list of suggested items. (Mike feels the number one priority right now would be to purchase the lot next to the clubhouse for parking).
- 3) The option of a pool or hot tub is not feasible right now for us because we do not have the space for or the money to maintain it.
- 4) Walt Hoefer offered to have a meeting with the Reedys to see just what kind of amenities they are willing to give us, and to ask if this might include the key-pad entry (logistics for use would be worked out) on the door along with spring loading it for closure as well as making the door fit better and putting in the gates in the walls to enhance the appearance of the community. Jim has said he would stripe the dead end street W of the clubhouse for us for parking purposes, and that they would replat the layout with the city making all new streets cul-de-sacs leaving open only the entrances we now have.
- 5) Short term improvement would be to enhance the looks of the clubhouse, possibly by enclosing the patio area. Also, the Reedys donated two iron wall hangings that we can put somewhere on the entrance wall.

### **6) Board Planning Committee:**

It was suggested that the Board members only meet to set up a plan, and then have committee chairs come to go over these with them and bring up anything they think should be added or deleted.

**Next Meeting: Thursday, March 6, 2003 @ 12 noon.**

**Meeting Adjourned @ 11 a.m.**

**Respectfully submitted,**

**Marie Miller  
Secretary**