

Country Club Heights HOA Special Board of Directors Meeting Minutes

October 25, 2023

This special Board of Directors meeting was called by Kyle Dickson. The meeting was called to order at 10:00 am. In attendance were:

Kyle Dickson – President

Mike Daniels – Vice President

Linda Wieland – Secretary

Minutes were read and approved from last Board meeting.

Financial

- Kyle stated that our projected balance for 12/30/2023 is \$16,160.90.
- Our pump repairs were higher this year.
- Next year, 2024, we will probably have to buy one new pump. Scott's Pump Repair gave us a rough estimate to replace the pump at \$4300.00. This beats Munro's price.
- Kyle made a proposal to keep the Transfer Fee at \$500.00 for next year. This was seconded by Mike and passed unanimously.
- Kyle has been re-imbursed \$250.00 for his expenditure for pump repairs.
- Kyle expended \$2000.00 to attorney Wilton Anderson to align our covenants with CCIOA.
- Kyle informed the Board, that in order to be in compliance with CCIOA, we need to be careful with the wording of our reserve funds and follow CCIOA guidance. We can put the funds into an account that would earn interest, for example, a money market.
- We will need to send out 1099's to vendors who received more than \$600 per year from CCHHOA starting in 2024.

Insurance

- Kyle met with our new agent, Eric Lusby and reviewed our policy. Our previous agent retired.
- Kyle requested a hard copy of our policy be sent to us.

Architectural

- Kyle has requested the Architectural Committee meet to discuss “water wise landscaping” plans. It is requested by the State that we have three plans on hand for residents as a resource. Kyle will contact the committee to meet and develop plans that we can incorporate into our policies.

New Business

- Gene Dreher resigned from his position as Treasurer verbally. After repeated attempts by Kyle to get the resignation in writing, Mike Daniels said he would contact Gene.
- Kyle discovered that the financial documents the State required us to file each year had not been filed for the past three years, including income tax forms. Kyle has reviewed all the files and reconciled the financial accounts. He has prepared and filed missing reports to the Secretary of State or DORA. He has attempted to bring our income tax filings up to date.
- The membership will vote on a new treasurer at our annual meeting in April, but in the interim, Kyle has the power to appoint a Treasurer with the unanimous vote of the Board. It was suggested he approach Kathy Fletcher about accepting the interim position.
- Some dissatisfaction was discussed with Liqui-Green’s performance in the weed abatement on the 27 Rd. strip of land. A proposal was made and seconded that we put the contract out to bid.
- Kyle passed out Roles and Responsibilities Information sheets for each Board position along with a list of all our vendors.
- Kyle in a careful review of the CCIOA rules, has informed the Board that all Board meetings have to be announced to all homeowners and anyone can attend these meeting. Special meetings of the Board also need to be open to all homeowners. The homeowners have a right to speak on the issues discussed, but not vote. They are to be informed 10 days in advance.
- Training opportunities from the DORA web-site on the CCIOA policies and the application of these policies is available to anyone. The Board in a unanimous vote has agreed to meet once a month to view the videos. Our first meeting will be November 15th.

- It was requested that Linda e-mail to the homeowners the 9 Governance Policies from DORA.
- Short Term Rentals – Kyle would like the Board as they talk with residents to get a feel on how they stand in regards to STR's in our sub-division. He suggested we have a spread sheet with the fors and against recorded before the Annual Meeting. Things still to be discussed in regards to STR's: define what is an STR, for instance, 30 days or less, any exceptions, what is prohibited, what is included – “grandfathered in”
- Kyle will send out a homeowner info sheet for us to keep on file: homeowner address, mailing address, phone numbers e-mail, etc.

The meeting was adjourned at 12:45 pm.

Respectfully Submitted,
Linda Wieland
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