

Hello everyone:

Well, summer and fall are behind us, so here comes winter. We made it through the irrigation season with only two minor breakdowns. Thank you to Mike Daniels and Mike McDonald for stepping up to get the pumps up and running so quickly when they did shut down. All of our underground sprinkler piping should now be blown out, and will hopefully survive the winter.

During the off season we plan to rebuild the piping at the pumps to better permit swapping out the pumps and further minimize wear and tear breakdowns. We also plan to purchase one new pump, and recondition an older pump. The intent is to permit plug-and-play pump swaps, and ensure maximum reliability and availability for the upcoming season. This work is expected to fall within the expected budget allowance for pump maintenance for the 2024 calendar year.

The remainder of my letter to you is about things you should know, and some things we ask that you do. Please read the whole thing!

Board of Directors actions:

1. Member Directory:
 - a. The Association needs to have up-to-date contact information for all our owners and tenants. While it is the responsibility of each owner to keep their information on file up to date, we ask that every member and resident take a moment to review what we have or send us an update. The contact information required of each member includes:
 - i. Name (or names) of owners and residents
 - ii. Property physical address
 - iii. Designated mailing address (official mailing address of property owner(s))
 - iv. Email address(s)
 - v. Phone numbers
 - b. The Association also must permit any member the opportunity to appoint a Designated Contact person to also receive all communications. If you choose to name a Designated Contact, all communications will be sent to both parties. You must provide the same contact information for your designated contact as for yourself.
 - c. The Association has a duty to protect the personal information of its members. So we can't publicly share your phone number and email address without your express written permission. In the past we have sent out a Members List to all residents. I encourage you to send us written authorization to permit us to include your phone number and email in our new Member Directory.
 - d. We must maintain evidence of your authorization as a permanent record, and it remains valid until cancelled by you. However, please be aware that every member also has a legal duty to keep your information confidential in that it should not be provided for commercial purposes, used to solicit money, or sold to any person.
 - e. We may need to send some mailings to both tenants (renters) and the owners. Please provide contact information for tenants as well.
 - f. I have provided forms that you can fill out for updating your contact information or for appointing a Designated Contact.
 - g. PLEASE RETURN CONTACT INFORMATION FORMS TO THE SECRETARY: LINDA WIELAND

Open position for Treasurer and member of the Board of Directors:

We have an opening on the Board of Directors for the position of Treasurer. If you are interested in helping to support our community in a leadership role we would love to hear from you. Take a look at the Responsibilities of the Treasurer attached to this email. Also look at what it means to be board member of a non-profit corporation as summarized in the attached "Information and Resources for Members of Self-Managed HOAs."

Of course, the position of Treasurer requires basic financial knowledge and computer skills. Attending meetings of the Board of Directors is also required. Now is a great time to step up and join us because we will be holding special working sessions for the next few months. We will be watching webcasts and reviewing relevant material focusing on board member education. I will work with you until you get the training and experience you need to perform independently. Please contact Kyle if you are interested.

Is there anything you need or want to introduce?

If you have any questions – call myself or another board member.

Do you want to attend a board meeting, or introduce something to the membership? Let us know. We may ask for it in writing too, but call me.

Are you planning any landscaping, painting, fencing, or home improvement projects? Remember to submit your plans to the Architectural Review Committee at least 30 days before you want to start. It's easy. Just send your project to our Secretary and she will route it to the committee and let you know when they have reviewed and (hopefully) approved it.

Do you need any documents or records? Contact our Secretary, Linda Wieland.

President:	Kyle Dickson	2693 Wilshire Ct	(707) 362-0653	kyled13@att.net
Vice President:	Mike Daniels	2692 G1/2 Rd	(509) 366-0899	m_ddaniels@outlook.com
Secretary:	Linda Wieland	749 Continental Dr.	(970) 242-0393	lindawieland@hotmail.com

Thanks for everything you all do to make this such a great community to live in. We on the Board are committed to doing our best to manage our affairs professionally, and to keep Country Club Heights looking good, and operating smoothly and responsibly for many years to come.

Sincerely,

Kyle Dickson –President

HOMEOWNER CONTACT INFORMATION: COUNTRY CLUB HEIGHTS PROPERTY OWNERS ASSOCIATION

I am an OWNER: YES _____ NO _____ (or) I am a TENANT: YES _____ NO _____

NAME (or names): _____

PROPERTY ADDRESS: _____

“OFFICIAL” MAILING ADDRESS: If different from above

PHONE NUMBER(S): Name _____ Number _____
Name _____ Number _____

EMAIL ADRESSE(S): Name _____ Email _____
Name _____ Email _____

I HEREBY GRANT AUTHORIZATION FOR COUNTRY CLUB HEIGHTS PROPERTY OWNERS ASSOCIATION (HEREAFTER THE “ASSOCIATION”) TO COMMUNICATE NOTICES AND OTHER INFORMATION TO ME BY ELECTRONIC MAIL. This authorization is valid until revoked by me in writing.

NAME _____ SIGNATURE _____ DATE _____

NAME _____ SIGNATURE _____ DATE _____

I HEREBY AUTHORIZE THE ASSOCIATION TO SHARE MY CONTACT INFORMATION FOR THE SOLE PURPOSE OF INCLUSION IN THE COUNTRY CLUB HEIGHTS PROPERTY OWNERS ASSOCIATION MEMBERS DIRECTORY.

NAME _____ SIGNATURE _____ DATE _____

NAME _____ SIGNATURE _____ DATE _____

APPOINTMENT OF "DESIGNATED CONTACT"

I HEREBY APPOINT (NAME) _____ TO BE MY DESIGNATED CONTACT PERSON.

Every member has the right to appoint another person as a Designated Contact. The Association will send all notices and other communications to both the member and the designated contact. The member must provide the Name, Mailing Address, Phone Number(s), and Email Address of the Designated Contact, and keep the information current. A Designated Contact remains valid until cancelled or changed by the member.

Notice: The appointment of a Designated Contact does not grant that person voting rights. Voting rights may be granted only by designating a valid Proxy.

DESIGNATED CONTACT FOR (NAME OF MEMBER): _____

NAME _____

MAILING ADDRESS: _____

PHONE NUMBER(S): (HOME) _____

(CELL) _____

EMAIL: _____

SIGNATURE (OF MEMBER): _____

DATE: _____

Authorization for delivery by electronic mail by a Designated Contact:

I HEREBY GRANT AUTHORIZATION FOR COUNTRY CLUB HEIGHTS PROPERTY OWNERS ASSOCIATION (HEREAFTER THE "ASSOCIATION") TO COMMUNICATE NOTICES AND OTHER INFORMATION TO ME BY ELECTRONIC MAIL. This authorization is valid until revoked by me in writing.

DESIGNATED CONTACT NAME _____

SIGNATURE _____ DATE _____