

County Downs Homeowners Association
Board of Directors Meeting Minutes
June 5, 2024

I. MEETING DETAILS

Chairperson: Sammi Gregory, President

Secretary: Jennifer Weable

Date: 6/5/2024; **Time:** 6:00 PM

Location: County Downs Clubhouse; **Street Address:** 7817 Chesley Drive

City: Columbia; **State:** MO **Zip Code:** 65202

II. CALL TO ORDER

Meeting officially called to order at 6:06 PM by the HOA Vice-President.

III. ROLL CALL

Present:

1. Todd Rauch, President of the Board
2. Doug Weable, Vice-President of the Board
3. Aubrey Smith, Board Member
4. Sammi Gregory, President (Via Phone)
5. Chase Morrow, Vice-President
6. Pat Steuber, Treasurer
7. Jennifer Weable, Secretary

IV. APPROVAL OF LAST MEETING'S MINUTES

Motion by Todd Rauch, seconded by Doug Weable and Aubrey Smith, to approve the minutes for the April 2024 Board Meeting. Motion carried at 6:07 PM.

V. OFFICER REPORTS

1. President
 - i. Fundraiser date and funding – See update under old business.
 - ii. Delinquent Members – See update under old business.
2. Vice-President - Fire hydrant update – See update under old business.
3. Treasurer – Treasurer's report is available on the County Downs website: [Treasurer's Report 06.05.2024](#)
4. Secretary – Nothing to report.

VI. COMMITTEE REPORTS

1. Committee for Rewriting By-Laws and Covenants
 - i. No volunteers from HOA Members
 - ii. Aubrey Smith, Chase Morrow, Todd Rauch, and Jennifer Weable to start the process of rewriting.

ACTION ITEMS:

- ☐ Aubrey to create a Google document and share out with the rest of the committee.
- ☐ Aubrey to contact Skip Walther to check on the following:
 - I. How much will it cost to file/update our bylaws and covenants?
 - II. Do they have some kind of template?

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VII. OLD BUSINESS

1. **Sign at Front of Neighborhood** – ON HOLD.
2. **Fire Hydrants** – Remove fire hydrants from agenda going forward as we are meeting current requirements. If there are additional structures built, we will revisit the topic.
3. **Pending Legal Actions** - No update from attorney.
4. **Addition to 7901 North Cavendish Court** – Architectural Committee met with homeowners and communicated additional information via email. Project approved by board via email.
5. **Collections Letters/Delinquent Members**
 - i. Collection letters were delivered to delinquent members.
 - ii. Member not in good standing may not use facilities.

ACTION ITEM:

- ☐ Pat to determine accrued interest for delinquent members for collection purposes.

6. Fundraiser

- i. Scheduled for August 1.
- ii. Initial cost will be split between officers and board members.
- iii. Menu will include the following:
 - Hot Dogs
 - Buns
 - Chips
 - Cookies
 - Water

ACTION ITEMS:

- ☐ Sammi to shop at Sam's for items and let us know how much we owe.

VIII. NEW BUSINESS

1. Member Cards

- i. Pat is creating membership cards for distribution; each home will have one card that will include the membership number (not using name)
- ii. Member should have card with them if they are at lake, on beach, etc.
- iii. On call person should address anyone not recognized or not in good standing. If they do not have their card, they should go get it.
- iv. Make certain member is in good standing. If not, they should not be utilizing the facilities.
- v. If they do not have a card and/or are not in good standing, they should be asked to leave. If they do not leave, call the sheriff to report trespassing.
- vi. Include information about membership cards in newsletter
- vii. Include member card in door hanger with newsletter

ACTION ITEMS:

- ☐ Pat to create cards and have them ready for distribution – should be delivered by July 1.
- ☐ Sammi to include information about the memberships cards in the upcoming newsletter.

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2. **Clubhouse Rental Book**

Include the following in the book:

- i. Checklist
- ii. Rental Agreement
- iii. Photographs

ACTION ITEMS:

- ☐ Jennifer and Doug to provide documentation to Pat for printing, laminating, and placing into a notebook for the clubhouse.
- ☐ On call person should do a walk through after clubhouse rental to ensure that member has completed everything on checklist. If items have not been completed, the member will be subject to a clean-up fee.

3. **Extending Dam Payment Requirement to New Members**

- i. New members will continue to pay \$2000 dam assessment fee
- ii. Board will vote annually on retaining dam assessment fee

4. **Newsletter**

Reviewed items for newsletter

ACTION ITEM:

- ☐ Sammi to provide draft to board and officers within the next week

IX. **OPEN FORUM**

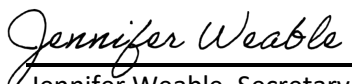
X. **NEXT MEETING DATE**

TBD

XI. **ADJOURNMENT**

The Board meeting adjourned at 7:16 PM.

Minutes approved by the Board of Directors.



Jennifer Weable, Secretary

August 27, 2024

Date