

County Downs Homeowners Association  
Board of Directors Meeting Minutes  
June 13, 2023

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**I. MEETING DETAILS**

**Chairperson:** Todd Mackey, President of the Board (Absent)

**Secretary:** Jennifer Weable

**Date:** 6/13/2023; **Time:** 6:00 PM

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

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

**II. ROLL CALL**

1. Todd Rauch, Vice President of the Board
2. Doug Weable, Board Member
3. Pat Steuber, Treasurer

**III. CALL TO ORDER: Meeting called to order at 6:01 PM**

**IV. APPROVALS**

1. Approval of March HOA Board Meeting Minutes – Approved via email and posted on County Downs Website
2. Approval of Today's Board Meeting Agenda – Approved

<p style="text-align: center;">County Downs Homeowners Association Board of Directors Meeting Agenda June 13, 2023</p> <hr/>	
I.	<b>MEETING DETAILS</b> <b>Chairperson:</b> Todd Mackey, President of the Board <b>Secretary:</b> Jennifer Weable <b>Date:</b> 6/13/2023; <b>Time:</b> 6:00 PM <b>Location:</b> County Downs Clubhouse; <b>Street Address:</b> 7817 Chesley Drive <b>City:</b> Columbia; <b>State:</b> MO <b>Zip Code:</b> 65202
II.	<b>ROLL CALL</b>
III.	<b>CALL TO ORDER: 6:01 PM</b> <ol style="list-style-type: none"><li>1. Approval of March HOA Board Meeting Minutes</li><li>2. Approval of today's HOA Board Meeting Agenda</li></ol>
IV.	<b>TREASURER'S REPORT, Pat Steuber</b>
V.	<b>OLD BUSINESS</b> <ol style="list-style-type: none"><li>1. 7805 Pembroke Ct. Lakefront Property</li><li>2. 2023 Projects<ol style="list-style-type: none"><li>i. Clubhouse Window Replacement</li><li>ii. 7805 Pembroke Ct Wall</li></ol></li><li>3. Raising Annual Dues</li><li>4. Spring Clean-Up Day - Canceled</li><li>5. Seeding of the Dam</li><li>6. Clubhouse Rental Oversight Committee</li></ol>
VI.	<b>NEW BUSINESS</b> <ol style="list-style-type: none"><li>1. Board Membership</li><li>2. Budget</li><li>3. Mowing the Back Side of the Dam</li><li>4. Spraying the Common Area</li><li>5. Pending Legal Actions</li></ol>
VII.	<b>OTHER ITEMS</b>
VIII.	<b>ADJOURNMENT</b>

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V. **TREASURER'S REPORT, Pat Steuber**

Account	Balance	Pending Deposits
Maintenance Fund	\$5,608.73	\$1,300.00
Reserve Fund	\$3,007.28	\$ 650.00

Outstanding Collections	Amount
Annual Assessments (Dues)	Statements Have Been Sent Out
Special Assessment for Dam	\$11,300.00

VI. **OLD BUSINESS**

1. **7805 Pembroke Ct. Lakefront Property** - Continued discussion around what to do with wall. Doug obtained a bid from Keith Samuel (Samuel Excavating) in late March giving three options for the wall. Board members believe Option A would be the best option; however, want to confirm that Option A includes removal of the existing seawall.  
  
**ACTION:** Doug to follow-up with Keith to clarify what Option A includes
2. **2023 Projects**
  - i. Clubhouse Window Replacement - **Pending**
  - ii. 7805 Pembroke Ct Wall - **Pending**
3. **Raising Annual Dues** – Continued discussion around raising annual dues to cover increased expenses. If raising dues exceeds the allowed amount defined in the covenants, we will need to present proposed increase and hold a vote during the fall meeting.  
  
**ACTION:** In July board meeting, review budget to assess annual dues required to cover expected expenses as well as adding a certain percentage to the reserve fund.
4. **Spring Clean-Up Day – CANCELED**
5. **Seeding of the Dam** – Initial seeding of the dam did not take, most likely because of drought conditions. We will need to hydroseed again in the fall, and the associated expenses would come out of the money collected for the dam project.  
  
**ACTION:** No action at this time. Leave on agenda in OLD BUSINESS for July HOA meeting.
6. **Clubhouse Rental Oversight Committee**  
  
**ACTION:** No action at this time. Leave on agenda in OLD BUSINESS for July HOA Meeting.

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VII. **NEW BUSINESS**

1. **Board Membership** - Todd Mackey's reign on the board is over in August 2023 - we will need to hold a member vote soon.

**ACTION:** We will need to send an email to access board membership interest. Follow-up items for July meeting:

- i. Who will be responsible for sending out the email?
- ii. When will the email be sent?

2. **Budget** – By the end of June, Pat will provide expenditures for previous year for preparation of budget to present to the members in the fall meeting.

**ACTION:** Pat to send the updated expenditure report the first week of July for review at the July board meeting.

3. **Mowing the Back Side of the Dam** – Mark Kretzschmar, who currently mows the common area, is unable to mow the back side of the dam. We will need to monitor the back side of the dam to make certain no trees are growing; however, grass is OK.

**ACTION:** Add to budget for next year. Will need to find someone who can mow the area two to three times a year. Determine in July board meeting who will be responsible for taking on this responsibility.

4. **Spraying the Common Area** – Trees are starting to grow in the common area and need to be sprayed as soon as possible.

**ACTION:** Pat indicated he has product that he can spray on trees that will stop regrowth.

5. **Pending Legal Actions** - Billing for attorney fees to be transitioned from Todd Mackey to County Downs; Pat provided email for invoicing. Current bill was paid via mail to sending in payment since they don't accept bank account information (only credit cards). In addition, there has been a request from a member's attorney to provide HOA financial transactions.

**ACTION:** Pat to contact Todd about providing transactions to Skip for him to provide to member attorney.

VIII. **OTHER ITEMS - NONE**

IX. **ADJOURNMENT – Meeting adjourned at 7:05 PM**

**Minutes submitted by:**

Jennifer Weable, HOA Secretary

**Approved by:**

Todd Mackey, President of the Board (Absent)

✓ Todd Rauch, Vice President of the Board

✓ Doug Weable, Board Member