

Countryside Homeowners Association
Board Meeting Agenda
Wednesday, September 17th, 2025
7:00-8:30 p.m.

- 1. Call to Order and Opening Remarks (10 minutes)**

- 2. Review of 8/16/2025 Minutes (5 minutes)**

- 3. Bylaws "Section 9.3" Review and Vote (20 minutes)**

- 4. Bylaws Section 9.2 Review (5 minutes)**

- 5. Dues Collection Policy and Communication (20 minutes)**

- 6. New Budget Plan or Proposal (15 minutes)**

- 7. November Meeting Agenda and Future Board Priorities (10 minutes)**

- 8. Adjournment**

Talking Points & Proposals

1. Call to Order & Opening Remarks

Brief overview of board responsibilities, authority, and fiduciary duty.

2. Review of Minutes

Please review attached August 16, 2025 minutes prior to the meeting.

3. Bylaws Section 9.3 – Clarification & Vote

Language suggesting dues waivers for directors (labeled as Section 9.3) has appeared in some versions of our documents. Our attorney, Kerry Butler, reviewed the history and believes it was most likely not properly adopted as a bylaw amendment. Because of this, the safer course is to formally declare that this language should not be recognized as part of our bylaws moving forward and ensure it is omitted from future versions.

4. Bylaws Section 9.2 – Review

Section 9.2 states that members must be current on assessments to vote or serve on the board. Recommendation: reaffirm this requirement beginning with 2025, without retroactively collecting from past or present board members.

5. Dues Collection Policy & Communication

Neighbors expressed differing views on enforcement. Our duty is to collect dues fairly. Proposal:

- (1) Do not pursue past dues (2024 and earlier).
- (2) Beginning 2025, enforce dues consistently with a clear collections policy.
- (3) Allow payment plans for hardship.
- (4) Explore a voluntary Neighbor Assistance Fund.

6. Budget Proposal

No budget was approved in August. Goal: approve a balanced budget as soon as possible (ideally in September, but no later than November). Until a new budget is approved, operate under the last duly approved budget (per legal counsel).

7. November Meeting Agenda & Training

Discuss future priorities and invite attorney Kerry Butler for a training session on board roles and responsibilities.

Draft Motions

2. Approval of Minutes

I move that the Board approve the minutes of the August 16, 2025 meeting as presented [or as corrected].

3. Clarification of 'Section 9.3'

I move that the Board, based on legal counsel's review, declare that the language labeled as Section 9.3 ('The normal annual assessment will be waived for any Director after six months of service...') was most likely never properly adopted as a bylaw amendment and, moving forward, should not be recognized as a valid bylaw, and shall be omitted from all future versions and communications of the bylaws.

4. Enforcement of Bylaws Section 9.2

I move that the Board reaffirm Bylaws Section 9.2, which requires members to be current on assessments in order to vote or serve on the Board, and that beginning with the 2025 fiscal year, all Board members must have their annual dues paid in full.

5. Dues Collection Policy

I move that the Board adopt the following framework for dues collections: (1) Past dues from 2024 and earlier shall not be pursued; (2) Beginning with the 2025 fiscal year, all dues shall be subject to a clear and consistent collections policy; (3) The collections policy shall allow reasonable accommodations such as payment plans for hardship cases; and (4) The Board shall explore establishing a voluntary Neighbor Assistance Fund to help members facing genuine financial hardship.

6. Budget Adoption

I move that the Board adopt a new [2025 fiscal year] budget as soon as it is ready, with the goal of presenting it no later than the November meeting. Until a new budget is approved, the Association shall continue to operate under the last duly approved budget.

7. November Meeting Agenda & Training

I move that the Board invite our attorney, Kerry Butler, to conduct an hour-long training session at an upcoming meeting so that all Board members have a clear understanding of our roles and responsibilities.