

**Countryside Homeowners Association  
Board Meeting Minutes  
Tuesday, December 2, 2014**

**Call to Order:**

The monthly meeting for December was held at the Harrods Creek Fire Department and was called to order at 7:00 pm with a quorum present.

**Attendees:**

Linda Hestand, Dawn Graviss, Chuck Culp, Mike Schafer, Cathy Miller, Carol Shuffett and Rebecca Miller

**Absent:** Eric Welenken

**Minutes:**

October minutes were reviewed. Cathy moved to accept and Carol seconded. The vote was unanimous and the motion passed.

**President's Comments:** Thanks!

**Treasurer's Report/Accounts Payable:** Eric provided December report to Linda to share with the board.

Chuck moved to accept the Treasurer's report for December and Mike seconded. The vote was unanimous and the motion passed.

**Committee Reports:**

Special Projects/Garbage – None

Landscape/Beautification – Linda shared that Josh was going to do winter cleanup of rose bushes, etc.

Bylaws – Chuck – None

Social Committee – None

Membership/Publicity – Linda shared that she felt that Carol and Rebecca are doing a great job. Keep up the good work.

Traffic/Safety – None

Roads/Drainage – None

Arch Control/Land Use Restrictions – None

Communicator Focus – The board agrees that the communicator looked very nice. Rebecca shared that she would like to see it go digital. Mike made a suggestion to give a deadline for the residents to let us know if they prefer a hard copy. Mike shared that snail mail is read and people pay more attention to than digital.

### **Unfinished Business:**

Linda introduced Bill Shannon to the board. She shared with Bill and the board that we were looking for assistance with getting our LUR signatures. Bill explained his background and what he does. He does not make decisions for the board, he does the work of collecting dues, addresses issues, etc. Chuck shared with Bill that we have about 18 residents that do not pay. Linda and Chuck shared some of the past history. Bill shared it takes a lot of convincing of residents to get the trust needed. Cathy made a suggestion to maybe consider reducing our fee. This can be reviewed for further consideration. Mike to send Bill Shannon our by-laws, land fees and any information that we have shared with our residents for this review.

### **New Business:**

Chuck made a motion to give a holiday bonus to each Waste Management trash collector of \$50.00, each recycling collector \$25.00 and Josh (Lawn Pros) \$50.00. He also included in the motion of our holiday contest the awards of 1<sup>st</sup> place \$50.00, 2<sup>nd</sup> place \$25.00 and third place \$25.00. Mike seconded the motion. The vote was unanimous and the motion passed.

### **Accounts Payable:**

1. Rebecca Miller - \$69.32 (Newsletter)
2. Dawn Graviss - \$277.00 (Christmas decorations)
3. Matt Cornell - \$128.00
4. Lawn Pros - \$285.00 (October and fall cleanup)

Mike moved to pay all outstanding bills presented to the board and Chuck seconded. The vote was unanimous and the motion passed.

The meeting was adjourned at 8:13 pm. The motion was made by Cathy and seconded by Dawn.

Respectfully submitted by Dawn Graviss

4:54 PM

12/01/14

Cash Basis

**Countryside Homeowners Association**  
**Balance Sheet**  
As of November 30, 2014

	<u>Nov 30, 14</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
PNC BANK	17,262.95
Total Checking/Savings	17,262.95
Accounts Receivable	
Accounts Receivable	-837.00
Total Accounts Receiva...	-837.00
Total Current Assets	16,425.95
<b>TOTAL ASSETS</b>	<u><b>16,425.95</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Retained Earnings	13,256.01
Net Income	3,169.94
Total Equity	16,425.95
<b>TOTAL LIABILITIES &amp; EQUI...</b>	<u><b>16,425.95</b></u>

# Countryside Homeowners Association

## Profit & Loss Prev Month Comparison

### November 2014

	Nov 14	Nov 13	\$ Change	% Change
Ordinary Income/Expense				
Income				
General Fund	245.61	27.70	217.91	786.7%
Land Use Assessment	39.39	2.30	37.09	1,612.6%
Total Income	285.00	30.00	255.00	850.0%
Other Inc	15.00	0.00	15.00	100.0%
Total Income	300.00	30.00	270.00	900.0%
Expense				
CHA Expenses				
Administrative				
Copies	0.00	33.92	-33.92	-100.0%
Total Administrative	0.00	33.92	-33.92	-100.0%
Landscaping				
Mowing	210.00	210.00	0.00	0.0%
Sprinkler Maintenance	128.99	128.99	0.00	0.0%
Weed Control	133.75	0.00	133.75	100.0%
Total Landscaping	472.74	338.99	133.75	39.5%
Special Projects/Repairs/Misc				
Police Patrol	128.00	128.00	0.00	0.0%
Repairs				
Lighting Repair	263.94	0.00	263.94	100.0%
Total Repairs	263.94	0.00	263.94	100.0%
Total Special Projects/Repairs/...	391.94	128.00	263.94	206.2%
Utilities				
Electricity	345.13	327.30	17.83	5.5%
Water	251.28	145.12	106.16	73.2%
Total Utilities	596.41	472.42	123.99	26.3%
Total CHA Expenses	1,461.09	973.33	487.76	50.1%
Total Expense	1,461.09	973.33	487.76	50.1%
Net Ordinary Income	-1,161.09	-943.33	-217.76	-23.1%
Net Income	-1,161.09	-943.33	-217.76	-23.1%

# Countryside Homeowners Association

## Profit & Loss Prev Year Comparison

January through November 2014

	Jan - Nov 14	Jan - Nov 13	\$ Change	% Change
Ordinary Income/Expense				
Income				
Income				
Garbage Service	0.00	871.08	-871.08	-100.0%
General Fund	16,398.34	17,267.31	-868.97	-5.0%
Land Use Assessment	1,605.47	1,438.61	166.86	11.6%
Total Income	18,003.81	19,577.00	-1,573.19	-8.0%
Other Inc	110.00	40.00	70.00	175.0%
Total Income	18,113.81	19,617.00	-1,503.19	-7.7%
Expense				
CHA Expenses				
Administrative				
Bank Fee	0.00	6.00	-6.00	-100.0%
Commercial Insurance	1,684.23	1,264.00	420.23	33.3%
Compiliation	600.00	600.00	0.00	0.0%
Copies	33.92	114.14	-80.22	-70.3%
Incorporation Fee	15.00	15.00	0.00	0.0%
Postal	197.00	54.00	143.00	264.8%
Supplies	0.00	74.52	-74.52	-100.0%
Administrative - Other	93.37	0.00	93.37	100.0%
Total Administrative	2,623.52	2,127.66	495.86	23.3%
CHA Event				
Christmas Contest	0.00	100.00	-100.00	-100.0%
Special Event	178.75	262.32	-83.57	-31.9%
CHA Event - Other	96.42	0.00	96.42	100.0%
Total CHA Event	275.17	362.32	-87.15	-24.1%
Landscaping				
Mowing	2,195.00	2,945.00	-750.00	-25.5%
Mulch & Installation	0.00	700.00	-700.00	-100.0%
Shrub & Tree Trimming	0.00	1,225.00	-1,225.00	-100.0%
Sprinkler Maintenance	454.73	407.48	47.25	11.6%
Weed Control	401.26	0.00	401.26	100.0%
Total Landscaping	3,050.99	5,277.48	-2,226.49	-42.2%
Sanitation Services				
Fuel Sur-Charge	0.00	0.00	0.00	0.0%
Garbage Service	0.00	2,191.00	-2,191.00	-100.0%
Recycling Service	0.00	357.84	-357.84	-100.0%
Total Sanitation Services	0.00	2,548.84	-2,548.84	-100.0%
Special Projects/Repairs/Misc				
Police Patrol	1,408.00	1,414.46	-6.46	-0.5%

# Countryside Homeowners Association

## Profit & Loss Prev Year Comparison

### January through November 2014

	Jan - Nov 14	Jan - Nov 13	\$ Change	% Change
<b>Repairs</b>				
Lighting Repair	338.06	493.46	-155.40	-31.5%
Median Repair	1,760.00	0.00	1,760.00	100.0%
<b>Total Repairs</b>	<b>2,098.06</b>	<b>493.46</b>	<b>1,604.60</b>	<b>325.2%</b>
<b>Total Special Projects/Repairs/...</b>	<b>3,506.06</b>	<b>1,907.92</b>	<b>1,598.14</b>	<b>83.8%</b>
<b>Utilities</b>				
Electricity	3,857.82	3,424.16	433.66	12.7%
Water	1,280.31	1,143.45	136.86	12.0%
<b>Total Utilities</b>	<b>5,138.13</b>	<b>4,567.61</b>	<b>570.52</b>	<b>12.5%</b>
<b>Total CHA Expenses</b>	<b>14,593.87</b>	<b>16,791.83</b>	<b>-2,197.96</b>	<b>-13.1%</b>
<b>GIFTS</b>	<b>350.00</b>	<b>0.00</b>	<b>350.00</b>	<b>100.0%</b>
<b>Total Expense</b>	<b>14,943.87</b>	<b>16,791.83</b>	<b>-1,847.96</b>	<b>-11.0%</b>
<b>Net Ordinary Income</b>	<b>3,169.94</b>	<b>2,825.17</b>	<b>344.77</b>	<b>12.2%</b>
<b>Net Income</b>	<b>3,169.94</b>	<b>2,825.17</b>	<b>344.77</b>	<b>12.2%</b>



**Countryside Homeowners Association**  
**A/R Aging Summary**  
 As of December 1, 2014

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
118-F-Do Not Use	0.00	0.00	0.00	0.00	5.00	5.00
091-F Baize	0.00	0.00	0.00	0.00	1,022.00	1,022.00
109-F-Brown	0.00	0.00	0.00	0.00	348.00	348.00
009-F-BLAIR	0.00	0.00	0.00	0.00	92.00	92.00
026-LUA-Hayfield Utilit...	0.00	0.00	0.00	0.00	155.00	155.00
035-LUA-White	0.00	0.00	0.00	0.00	-25.00	-25.00
048-FR-Gerth	0.00	-135.00	0.00	0.00	0.00	-135.00
049-F-Petitjean	0.00	0.00	0.00	0.00	135.00	135.00
050-LUA-Auberry	0.00	0.00	0.00	0.00	125.00	125.00
065-F-RIEHL	0.00	0.00	0.00	0.00	135.00	135.00
069-F-INMAN	0.00	0.00	0.00	0.00	219.00	219.00
072-F-Bradley	0.00	0.00	0.00	0.00	135.00	135.00
082-F-Coleman	0.00	0.00	0.00	0.00	265.00	265.00
085-F-De Baila	0.00	0.00	0.00	0.00	-154.00	-154.00
091-TERMF-Hamati	0.00	0.00	0.00	0.00	94.00	94.00
095-F-Cheek	0.00	0.00	0.00	0.00	15.00	15.00
096-F-Johnson	0.00	0.00	0.00	0.00	5.00	5.00
106-F-Shemwell	0.00	0.00	0.00	0.00	265.00	265.00
116-F-Breeland	0.00	0.00	0.00	0.00	-85.00	-85.00
125-F-Tichenor	0.00	0.00	0.00	0.00	-78.00	-78.00
127-F-Mefford	0.00	0.00	0.00	0.00	-5.00	-5.00
129-TERMFR-Gunther	0.00	0.00	0.00	0.00	182.67	182.67
133-F-Davies	0.00	0.00	0.00	0.00	0.00	0.00
137-F-Will	0.00	0.00	0.00	0.00	-80.00	-80.00
140-F-Capsel	0.00	0.00	0.00	0.00	15.00	15.00
155-FR-Nikolich	0.00	0.00	0.00	0.00	135.00	135.00
157-GLUA-Ogburn	0.00	0.00	0.00	0.00	15.00	15.00
159-F-Ford	0.00	0.00	0.00	0.00	343.00	343.00
<b>TOTAL</b>	<b>0.00</b>	<b>-135.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,278.67</b>	<b>3,143.67</b>