

Countryside Homeowners Association
Board Meeting Minutes
Tuesday, December 1, 2015

Call to Order:

The quarterly meeting for December was held at the Harrods Creek Fire Department and was called to order at 7:01 pm with a quorum present.

Attendees:

Chuck Culp, Dawn Graviss, Mike Schafer, Carol Shuffett, Rebecca Miller, Joan Campbell, Nathaniel Blair and Eric Welenken

Absent: Linda Probus

Minutes:

October minutes were reviewed. Joan moved to accept and Rebecca seconded. The vote was unanimous and the motion passed with two abstentions.

President's Comments: Chuck thanked everyone for their work on the board.

Treasurer's Report/Accounts Payable: Eric provided the Treasurer report for the end of November 2015. Carol moved to accept and Rebecca seconded. The vote was unanimous and the motion passed.

Committee Reports:

Special Projects/Garbage – Inactive – Dawn to get Carol a copy of the Waste Management Contract.

Landscape/Beautification – Linda – Turf Green Care cost for 2016 is the same as it was in 2015. Mike made a motion to approve the new Turf Green Care contract for 2016 and Nathaniel seconded. The vote was unanimous and the motion passed. Mike will contact Josh about putting mulch down at both entrances and picking up the sticks. Discuss with Linda about getting landscaping estimates. Chuck will contact the roads department about replacing signs.

Bylaws – Mike shared that he had no time to contact or anytime within the next 6 months to handle.

Social Committee – Nathaniel informed the board that he is keeping Face book up to date. The board discussed about the directory being electronic version. The board will send out a letter to let the neighborhood know that the directory is being prepared. They will need to provide their name and address and we will give the option to include or not in the directory.

Membership/Publicity – Carol shared with the board a list of homes that were sold in Countryside during 2015. All new residents had been visited and a packet left with them.

Traffic/Safety – Mike did not reach out to Lori regarding the Highway 42 Block Watch. Mike to work with Chuck on dates of meetings.

Roads/Drainage – Inactive

Arch Control/Land Use Restrictions – Mike did not have anything to update.

Newsletter – In the next letters include information about how the association fees are used (lighting, security, etc). Maybe include with the bills.

Unfinished Business:

Mike made a motion to allow \$300 to purchase Christmas decorations. Nathaniel seconded. The vote was unanimous and the motion passed.

Work on written procedures for residents to follow when they want to build/add fences, building, etc on their property.

New Business:

- 1) Board members to vote by Sunday December 20th for the Christmas Contest. Send your 1st, 2nd and the 3rd place to Rebecca by 9 pm.
- 2) A motion was made by Carol to approve the following Christmas bonuses: Mike Neff - \$50 off of bill for keeping email up to date and sending out emails as requested, Waste Management (garbage) \$50 each, Waste Management (recycling) \$25 each, 1st place Christmas contest winner - \$50, 2nd and 3rd place Christmas contest winner \$25 each, Josh (Lawn Pros) \$50. Rebecca seconded the motion. The vote was unanimous and the motion passed.
- 3) Chuck wants to inquire about storage unit for Countryside. Mike made a motion to get estimates for a 5x5 storage unit. Chuck to get a storage unit for \$150 a month. Nathaniel seconded. The vote was unanimous and the motion passed.

Accounts Payable:

Matthew Cornell - \$128.00

Custom Turf Care - \$154.65

Rebecca Miller - \$59.53 (newsletter)

Lawn Pros - pay when received

The meeting was adjourned at 8:16 pm. The motion was made by Mike and seconded by Carol.

Respectfully submitted by Dawn Graviss

Countryside Homeowners Association
Balance Sheet
As of November 30, 2015

	<u>Nov 30, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
PNC BANK	<u>19,894.37</u>
Total Checking/Savings	<u>19,894.37</u>
Accounts Receivable	
Accounts Receivable	<u>-742.00</u>
Total Accounts Receivable	<u>-742.00</u>
Total Current Assets	<u>19,152.37</u>
TOTAL ASSETS	<u>19,152.37</u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	15,675.71
Net Income	<u>3,476.66</u>
Total Equity	<u>19,152.37</u>
TOTAL LIABILITIES & EQUITY	<u>19,152.37</u>

Countryside Homeowners Association Profit & Loss Prev Month Comparison November 2015

	Nov 15	Nov 14	\$ Change	% Change
Ordinary Income/Expense				
Income				
Income				
General Fund	27.69	245.61	-217.92	-88.7%
Land Use Assessment	2.31	39.39	-37.08	-94.1%
Total Income	30.00	285.00	-255.00	-89.5%
Other Inc	0.00	15.00	-15.00	-100.0%
Total Income	30.00	300.00	-270.00	-90.0%
Expense				
CHA Expenses				
Landscaping				
Mowing	120.00	0.00	120.00	100.0%
Sprinkler Maintenance	128.45	128.99	-0.54	-0.4%
Weed Control	0.00	133.75	-133.75	-100.0%
Total Landscaping	248.45	262.74	-14.29	-5.4%
Special Projects/Repairs/Misc				
Police Patrol	128.00	128.00	0.00	0.0%
Repairs				
Lighting Repair	0.00	263.94	-263.94	-100.0%
Total Repairs	0.00	263.94	-263.94	-100.0%
Total Special Projects/Repairs/Misc	128.00	391.94	-263.94	-67.3%
Utilities				
Electricity	401.68	345.13	56.55	16.4%
Water	112.54	251.28	-138.74	-55.2%
Total Utilities	514.22	596.41	-82.19	-13.8%
Total CHA Expenses	890.67	1,251.09	-360.42	-28.8%
Total Expense	890.67	1,251.09	-360.42	-28.8%
Net Ordinary Income	-860.67	-951.09	90.42	9.5%
Net Income	-860.67	-951.09	90.42	9.5%

8:54 PM

11/30/15

Cash Basis

Countryside Homeowners Association

Profit & Loss Year Comparison

January through November 2015

	Jan - Nov 15	Jan - Nov 14	\$ Change	% Change
Ordinary Income/Expense				
Income				
Income				
Garbage Service	95.64	0.00	95.64	100.0%
General Fund	15,070.24	16,398.34	-1,328.10	-8.1%
Land Use Assessment	1,432.93	1,605.47	-172.54	-10.8%
Recycling Service	11.62	0.00	11.62	100.0%
Total Income	16,610.43	18,003.81	-1,393.38	-7.7%
Other Inc	84.52	110.00	-25.48	-23.2%
Total Income	16,694.95	18,113.81	-1,418.86	-7.8%
Expense				
CHA Expenses				
Administrative				
Checks	67.70	0.00	67.70	100.0%
Commercial Insurance	1,413.61	1,490.61	-77.00	-5.2%
Compilation	600.00	600.00	0.00	0.0%
Copies	52.93	33.92	19.01	56.0%
Incorporation Fee	15.00	15.00	0.00	0.0%
Postal	203.00	197.00	6.00	3.1%
Administrative - Other	65.28	93.37	-28.09	-30.1%
Total Administrative	2,417.52	2,429.90	-12.38	-0.5%
CHA Event				
Special Event	195.70	178.75	16.95	9.5%
CHA Event - Other	58.84	96.42	-37.58	-39.0%
Total CHA Event	254.54	275.17	-20.63	-7.5%
Landscaping				
Fall Planting	127.17	0.00	127.17	100.0%
Fertilizer/Lime Application	305.80	0.00	305.80	100.0%
Mowing	2,320.00	1,985.00	335.00	16.9%
Sprinkler Maintenance	345.94	454.73	-108.79	-23.9%
Weed Control	267.50	401.26	-133.76	-33.3%
Total Landscaping	3,366.41	2,840.99	525.42	18.5%
Special Projects/Repairs/Misc				
Police Patrol	1,408.00	1,408.00	0.00	0.0%
Repairs				
Lighting Repair	278.08	338.06	-59.98	-17.7%
Median Repair	0.00	1,760.00	-1,760.00	-100.0%
Total Repairs	278.08	2,098.06	-1,819.98	-86.8%
Total Special Projects/Repairs/Misc	1,686.08	3,506.06	-1,819.98	-51.9%

8:54 PM

11/30/15

Cash Basis

Countryside Homeowners Association

Profit & Loss Prev Year Comparison

January through November 2015

	Jan - Nov 15	Jan - Nov 14	\$ Change	% Change
Utilities				
Electricity	4,044.34	3,857.81	186.53	4.8%
Water	1,449.40	1,280.31	169.09	13.2%
Total Utilities	5,493.74	5,138.12	355.62	6.9%
Total CHA Expenses	13,218.29	14,190.24	-971.95	-6.9%
GIFTS	0.00	350.00	-350.00	-100.0%
Total Expense	13,218.29	14,540.24	-1,321.95	-9.1%
Net Ordinary Income	3,476.66	3,573.57	-96.91	-2.7%
Net Income	3,476.66	3,573.57	-96.91	-2.7%

Countryside Homeowners Association
A/R Aging Summary
 As of November 30, 2015

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
129-F-ARCHULETA	0.00	0.00	0.00	0.00	10.00	10.00
091-F Baize	0.00	0.00	0.00	0.00	1,058.00	1,058.00
109-F-Brown	0.00	0.00	0.00	0.00	478.00	478.00
017-FR-Henley	0.00	0.00	0.00	0.00	-80.00	-80.00
024-F-Bradley	0.00	0.00	0.00	0.00	-120.00	-120.00
035-LUA-White	0.00	0.00	0.00	0.00	-15.00	-15.00
047-F-McKinney	0.00	0.00	0.00	0.00	130.00	130.00
048-FR-Gerth	0.00	0.00	0.00	0.00	-5.00	-5.00
049-F-Petitjean	0.00	0.00	0.00	0.00	265.00	265.00
050-LUA-Auberry	0.00	0.00	0.00	0.00	135.00	135.00
054-F-Onkst	0.00	0.00	0.00	0.00	130.00	130.00
065-F-RIEHL	0.00	0.00	0.00	0.00	265.00	265.00
069-F-INMAN	0.00	0.00	0.00	0.00	-130.00	-130.00
072-F-Bradley	0.00	0.00	0.00	0.00	265.00	265.00
082-F-Coleman	0.00	0.00	0.00	0.00	395.00	395.00
085-F-De Balla	0.00	0.00	0.00	0.00	-24.00	-24.00
089-F-Lewis	0.00	0.00	0.00	0.00	130.00	130.00
091-TERMF-Hamati	0.00	0.00	0.00	0.00	94.00	94.00
096-F-Johnson	0.00	0.00	0.00	0.00	5.00	5.00
097-FR-Burch	0.00	0.00	0.00	0.00	130.00	130.00
106-F-Shemwell	0.00	0.00	0.00	0.00	395.00	395.00
111-F-Kern	0.00	0.00	0.00	0.00	30.00	30.00
125-F-Tichenor	0.00	0.00	0.00	0.00	0.00	0.00
128-F-Dissell	0.00	0.00	0.00	0.00	130.00	130.00
133-F-Davies	0.00	0.00	0.00	0.00	-30.00	-30.00
134-F-Ford	0.00	0.00	0.00	0.00	-15.00	-15.00
137-F-Will	0.00	0.00	0.00	0.00	0.00	0.00
140-F-Capsel	0.00	0.00	0.00	0.00	145.00	145.00
155-FR-Samuelson	0.00	0.00	0.00	0.00	135.00	135.00
159-F-Ford	0.00	0.00	0.00	0.00	473.00	473.00
TOTAL	0.00	0.00	0.00	0.00	4,379.00	4,379.00