

Countryside Homeowners Association  
Board Meeting Minutes  
Tuesday, October 6, 2015

**Call to Order:**

The quarterly meeting for October was held at the Harrods Creek Fire Department and was called to order at 7:02 pm with a quorum present.

**Attendees:**

Dawn Graviss, Mike Schafer, Rebecca Miller, Nathaniel Blair, Joan Campbell, Linda Probus and Eric Welenken

**Absent:** Chuck Culp and Carol Shuffett

**Minutes:**

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

**President's Comments:** Chuck was absent. Mike conducted the meeting.

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

**Committee Reports:**

Special Projects/Garbage – Inactive

Landscape/Beautification – Linda Probus met Josh earlier in the week. Dawn provided Linda with Hebel Irrigation phone number for her records. Linda cleaned the back entrance sign and was able to get the smiley face off.

Bylaws – Mike tried to contact Fonda to find out if we still need notarized signatures to move forward with process.

Social Committee – This position was open due to Cathy resigning. Mike explained what this position handled for the board. Nathaniel accepted the social committee position. Linda Probus volunteered the Sunny Slope cul-de-sac to hold the event next year. The board shared that we usually had the Harrods Creek Fire Department come to spray the children and had a snow cone machine in the past and this was a big hit. Dawn will contact Cathy about the Facebook page.

Membership/Publicity/Welcome Committee – Rebecca shared that they have printed more welcome packets and it includes lots of information.

Newsletter – Items mentioned to include in the upcoming newsletter: decoration contest, membership fees, snow removal, top 10 light attractions, waste management schedule and safety in the neighborhood.

Traffic/Safety – Mike will reach out to Lori Ingemi regarding the 42-block watch group. Nathaniel will share on Facebook information regarding the Ironman competition.

Roads/Drainage – Inactive

Arch Control/Land Use Restrictions – Nothing to report at this time.

Unfinished Business:

- 1) Vote to give budget to purchase Christmas decorations for next year when items go on sale after Christmas.
- 2) To provide written procedures to residents wanting to build fences, decks, etc.

New Business:

- 1) The board decided to use the decorations that were purchased last year. Dawn has the decorations in her basement.
- 2) The board discussed the amounts of the Christmas Decoration Contest. The amounts were \$50 first place and \$25 for second and third.
- 3) The board shared with Linda that we had given the garbage and recycling workers a Christmas bonus in the past. Linda will contact Waste Management to get their names.

Accounts Payable:

- 1) Matt Cornell - \$128.00
- 2) Rebecca Miller - \$21.39 (printing)
- 3) Lawn Pros - \$ (Eric to pay when bill is received)

The meeting was adjourned at 8:21pm. The motion was made by Rebecca and seconded by Nathaniel.

Respectfully submitted by Dawn Graviss

9:54 PM

10/05/15

Cash Basis

**Countryside Homeowners Association**  
**Balance Sheet**  
**As of September 30, 2015**

	<u>Sep 30, 15</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
PNC BANK	<u>21,699.14</u>
Total Checking/Savings	<u>21,699.14</u>
Accounts Receivable	
Accounts Receivable	<u>-742.00</u>
Total Accounts Receivable	<u>-742.00</u>
Total Current Assets	<u>20,957.14</u>
<b>TOTAL ASSETS</b>	<u><b>20,957.14</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Retained Earnings	15,675.71
Net Income	<u>5,281.43</u>
Total Equity	<u>20,957.14</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>20,957.14</b></u>

# Countryside Homeowners Association

## Profit & Loss Prev Month Comparison

### September 2015

	Sep 15	Sep 14	\$ Change	% Change
Ordinary Income/Expense				
Expense				
CHA Expenses				
Administrative				
Checks	67.70	0.00	67.70	100.0%
Commercial Insurance	226.61	226.61	0.00	0.0%
Compilation	0.00	600.00	-600.00	-100.0%
Postal	105.00	56.00	49.00	87.5%
Administrative - Other	0.00	93.37	-93.37	-100.0%
Total Administrative	399.31	975.98	-576.67	-59.1%
CHA Event	58.64	0.00	58.64	100.0%
Landscaping				
Fertilizer/Lime Application	79.05	0.00	79.05	100.0%
Mowing	120.00	210.00	-90.00	-42.9%
Total Landscaping	199.05	210.00	-10.95	-5.2%
Special Projects/Repairs/Misc				
Police Patrol	128.00	128.00	0.00	0.0%
Repairs				
Lighting Repair	99.95	27.28	72.67	266.4%
Total Repairs	99.95	27.28	72.67	266.4%
Total Special Projects/Repairs/Misc	227.95	155.28	72.67	46.8%
Utilities				
Electricity	370.62	348.94	21.68	6.2%
Water	244.34	246.14	-1.80	-0.7%
Total Utilities	614.96	595.08	19.88	3.3%
Total CHA Expenses	1,499.91	1,936.34	-436.43	-22.5%
Total Expense	1,499.91	1,936.34	-436.43	-22.5%
Net Ordinary Income	-1,499.91	-1,936.34	436.43	22.5%
Net Income	-1,499.91	-1,936.34	436.43	22.5%



9:55 PM

10/05/15

Cash Basis

# Countryside Homeowners Association Profit & Loss Prev Year Comparison January through September 2015

	Jan - Sep 15	Jan - Sep 14	\$ Change	% Change
Ordinary Income/Expense				
Income				
Income				
Garbage Service	95.64	0.00	95.64	100.0%
General Fund	15,006.60	16,018.88	-1,012.28	-6.3%
Land Use Assessment	1,420.62	1,404.93	15.69	1.1%
Recycling Service	11.62	0.00	11.62	100.0%
Total Income	16,534.48	17,423.81	-889.33	-5.1%
Other Inc	84.52	80.00	4.52	5.7%
Total Income	16,619.00	17,503.81	-884.81	-5.1%
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	31.54	33.92	-2.38	-7.0%
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	2,396.13	2,429.90	-33.77	-1.4%
CHA Event				
Special Event	195.70	178.75	16.95	9.5%
CHA Event - Other	58.64	96.42	-37.78	-39.2%
Total CHA Event	254.34	275.17	-20.83	-7.6%
Landscaping				
Fall Planting	127.17	0.00	127.17	100.0%
Fertilizer/Lime Application	305.80	0.00	305.80	100.0%
Mowing	2,080.00	1,775.00	305.00	17.2%
Sprinkler Maintenance	217.49	325.74	-108.25	-33.2%
Weed Control	267.50	267.51	-0.01	0.0%
Total Landscaping	2,997.96	2,368.25	629.71	26.6%
Special Projects/Repairs/Misc				
Police Patrol	1,152.00	1,152.00	0.00	0.0%
Repairs				
Lighting Repair	278.08	74.12	203.96	275.2%
Median Repair	0.00	1,760.00	-1,760.00	-100.0%
Total Repairs	278.08	1,834.12	-1,556.04	-84.8%
Total Special Projects/Repairs/Misc	1,430.08	2,986.12	-1,556.04	-52.1%

# Countryside Homeowners Association

## Profit & Loss Prev Year Comparison

### January through September 2015

	Jan - Sep 15	Jan - Sep 14	\$ Change	% Change
<b>Utilities</b>				
Electricity	3,266.20	3,163.54	102.66	3.3%
Water	992.86	818.13	174.73	21.4%
<b>Total Utilities</b>	<b>4,259.06</b>	<b>3,981.67</b>	<b>277.39</b>	<b>7.0%</b>
<b>Total CHA Expenses</b>	<b>11,337.57</b>	<b>12,041.11</b>	<b>-703.54</b>	<b>-5.8%</b>
<b>GIFTS</b>	<b>0.00</b>	<b>350.00</b>	<b>-350.00</b>	<b>-100.0%</b>
<b>Total Expense</b>	<b>11,337.57</b>	<b>12,391.11</b>	<b>-1,053.54</b>	<b>-8.5%</b>
<b>Net Ordinary Income</b>	<b>5,281.43</b>	<b>5,112.70</b>	<b>168.73</b>	<b>3.3%</b>
<b>Net Income</b>	<b>5,281.43</b>	<b>5,112.70</b>	<b>168.73</b>	<b>3.3%</b>

**Countryside Homeowners Association**  
**A/R Aging Summary**  
As of October 5, 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	-80.00	0.00	0.00	-80.00
024-F-Bradley	0.00	0.00	-120.00	0.00	0.00	-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 Baila	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	60.00	60.00
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
150-F-Schaad	0.00	0.00	0.00	0.00	120.00	120.00
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
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>-200.00</b>	<b>0.00</b>	<b>4,729.00</b>	<b>4,529.00</b>