

COUNTRY CLUB OWNERS ASSOCIATION
BOARD MEETING
March 22, 7:00 PM
Hampton Inn – West Des Moines

The Country Club Owners Association (CCOA) Board of Directors Meeting was convened at 7:00 pm at the West Des Moines Hampton Inn by Vice President John Heslinga. President Miller was called in by phone, welcomed the guests and noted a quorum of Board Members. Present including John Heslinga were President Mark Miller via phone, Rhonda Ward, Don Skadburg, and Craig Rowles. Kim Robinson, Dan Thaden and Property Manager Sue Clark were not in attendance.

MINUTES:

A motion to approve the October 26, 2017 Board meeting minutes was made, seconded and unanimously approved.

PRESIDENT'S OPENING REMARKS:

John Heslinga noted that a resident in attendance requested that he address a few concerns during tonight's meeting.

Mark Miller welcomed the New Year and acknowledged that the Board has accomplished a lot. Perhaps this year will be simpler with the major projects behind us.

COMMITTEE REPORTS:

Grounds Update (Mark Miller).

- The fountain has a few cracks due to normal wear and tear over winter. Jeff Thiel will repair this with minor maintenance. He did quite a bit of work on the fountain in the past which is why we don't need any major maintenance at this time. The fountain will be up and running when it makes sense after the upkeep.
- The Set Sail sculpture will need to be moved to its permanent spot across the street on the south side of the boat ramp on CC Blvd. We are reviewing options for how best to set it. One resident emailed the Board with the suggestion to set it on a slanted concrete pad with grasses growing up. We have also received a couple architectural drawings presenting ideas on placement and landscaping around the sculpture.
- Barbie Miller has been working with the floral landscaper on the entrance and common ground flowers. It was decided to go with the same flowers that were used last year, since they did so well and generated much positive feedback.

CCOA Resident questions

The CCOA resident that attended the meeting first thanked the Board for all its hard work. He asked the following questions:

1. Covenant Listing: Could the Board put a reminder in the newsletter/website about the importance of maintaining covenants and listing the most common covenant violations (in his view these would be 1) leaving garbage bins out, 2) leaving trailers parked in driveways, 3) trim/paint upkeep on home exterior which falls into "general maintenance"). The Board responded this was a good idea and would be considered.

2. Dues Receivable: what is the amount of receivables owed and what steps are taken to collect? Director Skadburg responded he would address in his financial reporting.
3. Reserves: What is the amount of our reserves and how will these reserves be allocated? President Miller responded with the approximate amount and that the Association carries a healthy reserve balance to demonstrate a strong financial position to potential home buyers who would want to know the Association's ability to address emergencies. In addition, many of the funds are needed every 4-5 years for dredging/cleaning the silt basin. This is necessary for the maintenance of our lakes due to the ongoing accumulation of silt which comes from areas west of Country Club.

Compliance & Covenants (John Heslinga)

John passed out the current architectural review form and addressed the general architectural review process. The approval of roofing materials is the most common request. The process regarding roofing is more complicated than necessary and needs to be clarified and simplified. John and Mark will work on this and report back to the board.

Communications and Contracts (Rhonda Ward)

The neighborhood Directory is now accessible on our website.

Finance (Don Skadburg)

Don reported that as of February 28th, 2018, the Association has approximately \$564,000 Assets. Of the \$10,700 outstanding Accounts Receivable (dues), approximately \$2,000 has been received from Sue Clark's efforts. For the remaining amounts due, Sue will continue to pursue. If necessary, the Board could proceed with using a collections agency, but that has never been necessary during Sue's tenure. Year to date expenses are lower than budgeted. The Association has a solid reserve for ongoing silt removal and emergency projects.

There was a motion and a second to approve the financial report with a unanimous vote of approval.

Lake, Dam and Wildlife (Mark Miller for Dan Thaden)

- There are several new trees east of the fountain in the common area. The installer will be checking them soon.
- Common ground areas are looking clean and well kept up.
- Southfork Silt issue: nothing new is happening with respect to CC at this time.

Security/Insurance (Mark Miller for Kim Robinson)

Nothing to report

Following a motion, second and a unanimous vote, the meeting was adjourned at 8:00 pm.

The next meeting is scheduled for 7:00 PM May 24, 2018 at the Hampton Inn. The April meeting has been cancelled due to unavailability of Hampton Inn Room.

Respectfully submitted:

Rhonda Ward, Recording Secretary for Sue Clark