

COUNTRY CLUB OWNERS ASSOCIATION

BOARD MEETING

June 28<sup>th</sup>, 2018 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 President Mark Miller. Mark Miller welcomed the guests and noted a quorum of Board Members. Present including President Mark Miller, Rhonda Ward, Dan Thaden, Craig Rowles, property manager Jasmine Bustillos and Sue Clark. Kim Robinson, John Heslinga, Don Skadburg were not in attendance.

**MINUTES:**

A motion to approve the May 24<sup>th</sup>, 2018 Board meeting minutes was made, seconded and unanimously approved.

**COMMITTEE REPORTS:**

**Grounds Update (Mark Miller).**

- The fountain has been working great so far with no issues.
- Replacement sod was put in at the University entrance and near the boat ramp at no expense to the association due to vendor warranty. Jeff Thiel has been watering 2 times a day to ensure the sod will establish.
- With the sod at the University West Entrance continuously getting driven over there was discussion on adding alternate products to deter people from cutting the corner to short.
- Jasmine and Barbie went around and looked at all the front entrances to determine what kind of landscape plan and lighting should be replaced or relocated. They will come up with a plan and present to the board.
- The current shrubs around the benches have been dead for quite some time. Barbie and Jasmine have come up with the idea to install “ Karl Forester grasses “ and refresh the rock.
- The Gabion rock around the lake will need to be refreshed as some have washed away. Please remember the rock needs to stay along the shoreline. No rock throwing is permitted.
- Trees along University will have clean cut edging installed. This project will be overseen by the committee and Latitude 41.

**Compliance & Covenants (Mark Miller for John Heslinga)**

- Currently working on a new and simpler architectural review form. Will have more information available next month.

**Communications and Contracts (Rhonda Ward)**

- The CCOA website domain name has been renewed for 10 years
- Rhonda will be standing by for now for the new welcome letter to come from Jasmine.

**Finance (Mark Miller for Don Skadburg)**

- Financials through May 31<sup>st</sup>, 2018 were reviewed. Net income year to date is positive versus forecast. The balance sheet remains strong and total receivables have been reduced to \$1,533.51. The Sentry conversion prevented some invoices from getting processed and paid in June. This issue should correct itself next month.

**Lake, Dam and Wildlife (for Dan Thaden)**

- Nothing new to report.

**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 July 26<sup>th</sup> 2018 at the Hampton Inn.

Respectfully submitted:

Jasmine Bustillos