

COUNTRY CLUB OWNERS ASSOCIATION  
BOARD MEETING MINUTES  
October 17, 2019 7:05 PM  
Hampton Inn – West Des Moines

The Country Club Owners Association (CCOA) Board of Directors Meeting was called to order at 7:05 pm at the West Des Moines Hampton Inn by President Mark Miller. Mark Miller noted a quorum of Board Members. Present included Mark Miller, Dan Thaden, Don Skadburg, Rick Parrino. Rhonda Ward, Bill Knapp. Craig Rowles was absent.

A motion to approve the 9-19-19 Board Meeting Minutes was made, seconded and unanimously approved.

**COMMITTEE REPORTS:**

**Grounds Update (Mark Miller)**

Fountain: The fountain flutes that spray the water were adjusted by Clearwater Pools. Scheduled winterization for the fountain and irrigation system is late October or early November.

Storm Debris: Due to another excessive rain event, debris is currently being cleaned up on the shorelines.

Gabion Stone: Installation of the Bay Hill gabion stone was postponed in October due to the wet weather. Installation is scheduled for November.

Entrance Landscaping: The flowers at the entrances have been pulled. New backlighting estimates have been requested.

Holiday Decorations: Christmas lights are on schedule to be installed.

Real Estate Signs: There have been recent issues with real estate signs displayed in common areas. Owners may display for sale signs on their lot. Signs are not allowed to be posted at entrances or in common areas of the association and will be removed if found.

Curb Damage at CC Blvd Entrance: Dan reported a busted curb at the entrance. The City will be contacted about the broken curb.

**Finance (Don Skadburg)**

Financial Reports: Don presented the monthly and year to date financial position by touching on the balance sheet, income statement and accounts receivable. The financial position remains strong. The association currently only has one owner to collect 2019 association dues from. A vote to approve the financials as submitted was unanimous.

2020 Budget – A motion to approve the 2020 budget was made, which included no increase in dues. The motion passed unanimously. Association dues invoices will be billed on November 15, 2019.

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

142<sup>nd</sup> Street – There is another sinkhole started at the metal sheeting. The hole will be filled again. The Board will be looking into a drain tile or replacement of a possible broken cable in the ground at the metal sheeting.

Small Lake - Dave Ingle will be asked to look at the erosion/muskrat damage on the small lake.

**Security/Insurance (Rick Parrino)**

A group of six to eight teenage boys were reported trespassing and asked to leave several properties. Connolly Security will be asked to secure between certain reported times Friday and Saturday to deter vandalism and future trespassing. Owners should contact the police if they have issues with doorbell ringing, trespassing or speeding cars.

**Compliance & Covenants (Bill Knapp)**

There is a home on 141<sup>st</sup> with issues of upkeep on the lot. A letter was posted on the door giving sixty days to clean up the lot. Brick Gentry Law Firm will be asked to send a letter as well.

Resolutions regarding solar panels, libraries, vinyl siding will be discussed in 2020.

**Communications and Contracts (Rhonda Ward)**

97 responses were received from owners to the online directory. 5% of the owners surveyed prefer a printed directory, 70-75% prefer an online directory, 25% would like both. Rhonda will confirm if advertisers would still have the option of advertising on the directory. Rhonda will work with the association's website provider to establish the online directory.

Following a motion, second and a unanimous vote, the meeting was adjourned 7:50 pm. The next scheduled meeting is at 7:00 pm on Thursday, May 21, 2020 at the Hampton Inn.