

**Annual Member Meeting Minutes
Country Club Cottages
Homeowners Association, Inc.**

April 30, 2014

The Annual meeting of the members of County Club Cottages Homeowners Association Inc., Gypsum, Colorado, was held on April 30, 2014 at 6:00 pm, at the Cotton Ranch Clubhouse, Gypsum, Colorado, in accordance with the applicable statutes of the state of Colorado.

Attendance

The following Board Directors were present:

- Kelly Doan
- Michelle Tousignant

The following homeowners were present:

- Brent & Judy Davis
- David Patrick Gates
- Jim Buckelew
- Michael & Mary Burk
- Richard & Dianne Stovall
- Bradley Tousignant
- Melody Medina

The following members were presented by proxy:

- Michael Opatowski, owner of 7 properties.
- Jeff Jacobs
- Neiman's

Call to Order

Michelle Tousignant, Vice President, brought the meeting to order at 6:16 pm, it was noted that a quorum of owners was present.

Proceedings

Agenda Items Discussed

1. **Approval of 2013 Annual Meeting Minutes**

Upon motion, the meeting minutes were approved and seconded unanimously.

2. **Financial Report**

Kelly Doan, Secretary/Treasurer, reviewed the financial reports. We operated slightly over budget last year. We had a major water leak occur in the common area that needed repair. We also didn't account for the mailbox fee which we will be included in the 2014 budget.

- **Collections**

We have one property that is bank owned, we have a lien on the property for the unpaid HOA dues.

- **Taxes**

The 2013 tax returns have been filed timely. The CPA has filed all of the past due tax returns, we are now current.

- **2013 Budget**

We reviewed the budget vs. actual.

New Business

1. Board Election (1 seat)

Judy Davis and Janice Buckelew were both interested in the position. We held a secret ballot election, and Judy Davis was voted to take the seat. Michelle Tousignant counted the votes; Pat Gates also counted the votes to verify the results.

2. Approval of 2014 Budget

A proposed 2014 budget was reviewed and voted on. The vote was ratified and approved.

3. Compliance SB100- Collection Policy

Senate bill 100 requires a debt collection policy and transparency from HOA boards in the state of Colorado. Our collection policy is on our website and is part of our governing documents. The only change that we will have is the date that we invoice, the new due date is the 1st of the quarter, so invoices will be sent out before the 1st. We consider payment received past due by 30 days to be delinquent. After 60 days delinquent, a \$20 late fee will be imposed. We offer a payment plan to homeowners, we can be contacted to discuss options.

4. Common Area/ Parcel of Property

Two proposals were discussed by Pat Gates, with the approval of the board. The first is a proposal to dissolve the CCCHOA by **donating the common area (parcel C)** to the master association of Cotton Ranch. If donated, we would lose control over what would be done with the property (developed into a park, left the same, or used for any other means). The homeowners did not like the idea of losing control over the property and we decided to not move forward with dissolving and donating that piece of property. We will have a few contractors give us quotes to flatten at least two of the berms in the common area to make the area more useful. The funds in our reserve account would be

applied toward any changes. We would also like to get quotes on a built in fireplace and sitting area. Kelly Doan is having some flooding issues with the hill behind her house (part of the common area), we would like to get that problem resolved as soon as possible.

The second proposal is to **donate parcel D**, the piece of land at the end of the cul de sac next to the pump house. The donation of that piece of property was approved and we will propose the land donation at the next town meeting.

5. Social Event Planning

The annual CCCHOA BBQ is scheduled for June 14. More information will be sent out when we get closer to the date.

6. Open Topics

Diane Stovall asked about the 7 lots that are owned currently by Opatowski, we are not sure if he is planning on developing on those properties anytime soon.

30 Lara Place is also owned by a developer, but we do not know if there are any current plans to build.

110 Lara Place has had some activity. The bank is now aware that they own the property and there has been an offer on the property. As far as we know, the offer has not yet been accepted.

Meeting adjourned at 7:30 p.m.

Minutes submitted by Michelle Tousignant.