COUNTY SQUIRE ASSOCIATION BOARD OF DIRECTORS MEETING

August 16, 2021

**Opening and Acknowledgement of Visitors;** Wes opened the meeting;  acknowledged visitors Stacia Bensyl, Laurie Schneider, Lori Embrey.

**Attendees:** Wes Benitz, Mike Prussman,  Ginny Coburn, Tom Rachow, Jackie Frakes, Cindy Roberts, Linda  Embrey.

**Minutes:** Board reviewed meeting minutes and approved with one change: Remove Jackie Frakes attendance.

**Treasurer's Report**: Kay Patterson’s report reviewed by Wes. Reports were approved as written.

**Questions and Concerns of Owners:**

Roofing Not being paid by insurances:

Stacia Bensyl ($6400)- roofing coverage concerns,  Laurie Schneider( $9200)Roofing coverage concerns, Bruce Kneib ($6200)-Situation quick sale, ins does not pay retroactively to previous owner-quick sale, chose no inspection during sale.  Paula Allen($6200) reviewed roof letter”roof damage due to hail”.

 Reviewed options about allowing homeowners to make payments until paid off-set date for payment plan. If no payment is made, file lien and suspend clubhouse /pool access due to non compliance with HOA Bylaws and Covenants.  A letter will be prepared and issued to homeowners and ask that they notify the Board which option they choose. A deadline for homeowners to decide was determined to be October 1, 2021. Board motioned to offer a payment plan or file a lien on properties if no payments are made. Board unanimously approved.

**Old Business:**

* Fencing in the neighborhood - Ginny reports 20 people have addressed their fences issues . Many remain outstanding.( homeowners repair, staining, sealing or replacing) The board may recoup funds, send letters, establish deadlines, hire contractors to accomplish this.  This was determined in a prior meeting and the board discussed possibly selecting the top 3 or 4 fences in most need of repairs and hiring contractors to make the recommended improvement this year in which can be billed to the homeowner. Staining of the fences in a uniform color was also brought up and it was decided by unanimous vote to go with one stain color throughout the HOA. Mike will get the color and bring it to the next meeting. Owners will have the option to stain this color moving forward but must complete by the three year mark. Board approved this process by unanimous vote.
* Ginny- Reviewed responses to patio concerns. 48 need power washing and a few need to be replaced. August 1st deadline established for most.
* Concern regarding use of the pool were discussed: In regards to non-homeowners using the pool, not signing in and not accompanied by owners as well.  It was decided that Wes would prepare a letter to go out to all homeowners by email to review and remind them that renters are not allowed to use the amenities -the  pool or clubhouse  due to liability and per HOA Bylaws and Covenants. This is intended to be a reminder and to make new owners (with the intention of renting their property) aware of this rule as well.
* Damages at Wilson’s 1303 by Miljavac tree at 1305 discussed again with a letter received by him. The estimates for damages to 1303 N 43rd property was $1300. Board unanimously approved to have Miljavac pay for the damages. A letter will be sent to him by the Board.
* The window AC unit at 1317 N 43rd Street is not painted. Reviewed by the Board and Wes or Mike are going to discuss this with the owner regarding the painting of the AC unit.

**New Business:**

* Insurance for property and Board of Directors: Property Ins is up $232  (TT & M)and BOD Ins down $10.
* September Newsletter with Annual Meeting information:
* Budget Meeting: Mike Loretta and Kay to establish a date.
* Annual Meeting -Date-Agenda: An overview of what needs to happen at this meeting was reviewed by Wes. Wes will not be in attendance and plans to  prepare the agenda.- Mike will lead. The Meeting will be October 26th 7pm at the Clubhouse. Need 48 attendees. Reminder Ginny will be coming off the Board.

**Association Responsibilities:**

* Vern Middletons letter dated 8/7/21 was discussed by Mike and all agreed that the letter contents will be addressed.(letter regarding water concerns  surrounding gutter issues)
* Maintenance: Mike Prussman reported updates around the association. He has addressed multiple addresses regarding  dirt work, gutters, siding. All the below detailed work was discussed and was approved by acclamation.
* Berm: washout, need for dirt and concerns regarding why it keeps washing out was brought up by Mike.
* Dirtwork: 1519 N 42nd, 1407 N 43rd, 4211 Buckingham Ct.
* Gutter work: 1405 N 43rd, 4212/4214 Buckingham Ct, 1507 Buckingham, 1301 N 43rd, 1608 N 43rd, 1403 N 43rd.Siding: 1401 N 43rd, 1507 Buckingham, 1512 N 42nd.
* Painting remains on hold.
* Cement: Mike is identifying  some areas that need work. Board previously agreed to this direction.
* Tree trimming- Armondo is working with Mike on this and work is in progress.
* Clubhouse: Ginny continues to report that those who have rented the clubhouse have been very good about keeping it clean and paying the deposit/fees.
* Swimming Pool: Had some algae issues. We believe are now resolved and use of the pool resumed.
* Lawn Care: No new news. Skipped one mowing due to stress and slowed growth on the lawns.
* Snow Removal: No new news.
* Memorial Flowers:  No new news.
* EXECUTIVE SESSION:
* President Role: The Board revisited the role since Wes will no longer be a homeowner. The Board discussed the option to retain Wes for contractual services as a Director (administrator)and retain him as president. This was approved by the Association attorney. Wes reviewed the responsibilities of this role and his rate of compensation:  hourly rate of $15 plus mileage at the current rate in income taxes. Monthly pay unless less than 10 hours accumulated. When 10 hours is accumulated, hours and mileage will be paid at the end of the month. Wes will provide a written account of time spent on Association business to the Board of Directors. Wes will use his personal computer, printer, and other devices to accomplish these duties.  He will be reimbursed for supplies, as needed for expenses. He will submit bills in a reasonable time to the Treasurer. Separation: The contractual position can be terminated by Country Squire Board of Directors at any time and the President (Director/Administrator) may resign his position which would terminate their contractual service agreement. A vote was taken and unanimous approval was granted. Cindy motioned and Tom seconded the motion. The Board wished to include Gary Meyers' response to Wes being retained on a contractual basis.  Here is Gary Meyers email response regarding this:

“I have reviewed the Bylaws and feel that it is ambiguous. I agree with you that it strongly implies that a Board member must be an owner but it doesn’t come out and mandate it. In fact, it clearly allows the initial Board to have non-owner members. As long as the Board unanimously allows it, I think the risk is low both to you and the Board. As long as the D & O Liability carrier is ok with it. I suggest for safety that in the Board Resolution appointing you Director (or administrator) that the Board specifically states that it is indemnifying you (including defense and attorneys’ fees) for any and all out of pocket .

**Meeting Adjourned;**  8pm. Next Board meeting September 14th 6pm.