**COUNTRY SQUIRE ASSOCIATION BOARD OF DIRECTORS MEETING**

**JULY 17, 2018**

The July meeting of the Country Squire Homeowner’s Association Board met in the clubhouse on July 17, 2018 at 6:00 p.m. Those present were: Tom Rachow, Wes Benitz, Sandy Hamlin, Linda Embrey, Kay Patterson, Jackie Frakes, Ginny Coburn, and Mike Prussman. Five visitors were welcomed by Wes.

**MINUTES:** Ginny moved and Kay seconded the motion to approve the June 12 minutes. The motion passed.

**TREASURER’S REPORT:** Tom reported that as of July 17, 2018 the checking account balance was $36,981.00 and the Special Assessment account was $65,103.23. He pointed out that we had to get a new pool pump at a cost of $36.98. Also, because of the pool, utilities for electricity and filling the pool with water are reflected this month. Tom moved and Kay seconded the motion to approve the report. The motion carried.

Debit Card – Wes shared Nodaway Valley’s requirement for our Association to have a specific name on a Debit Card. Wes asked for approval to have his name and Tom’s on the card.

Tom made a motion to have one credit card with Wes and Tom listed as our representatives to be used only up to $500. Linda seconded and the motion passed.

Questions and concerns of Owners present:

**Michael Smith – 4205 Buckingham Ct. –** Michael is a new owner and introduced himself to the Board.

**Dortha West – 4213 Buckingham St. –** She reported a tree limb hanging over her driveway and the neighbor’s yard. Mike Prussman was to check.

**Mary Keck – 1515 North 43rd Street –** She asked about plants growing through the fence. Wes stated that if it is seasonal, it is fine. However, if the plant seems to be a problem, it will be brought back to the Board for discussion.

**Mary Kay Lyle and Dean Kratochvil – 1512 n. 42ndTerrace –** they wanted to know the procedure to remodel the inside. Mike stated that we need plans to be submitted and it would take 3 or 4 days for approval.

**OLD BUSINESS**

Clubhouse Keys – Wes would like to get one new key for all four doors in the clubhouse. He would like to get the type of lock in which we can change the lock ourselves. Kay made a motion to authorize Wes to get the new keys. Tom seconded the motion which carried.

Patio Inspections – Patios have been inspected and first notices have been sent to Owners. The second inspection will take place on August 9... Those who do not comply will have repairs made at the Owner’s expense. Shrubs in the front of the homes will be trimmed by the Association. Shrubs needing trimmed on other sides will be the homeowner’s responsibility.

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Large trees needing removal – Mike has a removal bid from Armando on 6 large trees at $1800 which includes grinding them up and a $550 bid to trim trees. He has not yet received the bid from Ed Jenkins.

Clubhouse Cameras – Wes would like to purchase a recording system with 6 battery operated cameras. He said we need to think about Wi-Fi and online storage since that is the best. Mike made the motion and Jackie seconded to allow Wes to proceed with purchasing the system. It passes.

Website – Wes stated that the website will cost $26 a month and asked that our vote from last month of $20 be amended. Sandy seconded the motion which passed. Wes will wait until we have a debit card.

**NEW BUSINESS**

Request from Gary and Donna Wilson – The Wilson’s asked for a key FOB for 1303 N. 43rd Street to be given to their tenant. Since the tenant’s name is not on the title, the Board voted “no” on allowing a key FOB.

Business License Renewal with the State – Wes completed this 2-year license online.

Political Signs (HB 18870 – Wes asked our attorney about this new law. We cannot prevent Owners from putting signs in front of their yards. Our mowers will just have to drive around them or pull them up when mowing. Wes will put this information in the next newsletter. Tom made the motion and Mike seconded that signs be allowed. Motion passed.

Liquor Liability – Our insurance company stated that we are covered only if the homeowner is at the Clubhouse when liquor is available.

Deactivated Key Fobs – Key fobs are deactivated when property is sold and Tom has the owner sign for them so we can track them.

**Association Responsibilities**

**Maintenance –**

Dirt is needed behind 1219 N. 43rd St. and around several street drains

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Black ants have destroyed railing at the clubhouse. They go into wood and have to be sprayed.

Buckingham Street – 6 units have rotten lumber and need painting. Mike has two bids and recommends Wheeler at $20,000 for the 6. Tom seconded Mike’s motion which passed.

Concrete Projects – Homeowners have to pay ½ of replacement cost. Mike handed out a concrete bid form for contractors. He will get bids from 3 contractors for driveways.

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43rd Street Drain – Mike made a motion to accept a $1,142 bid to remove/repair bolts from dropped inlet grates and fill dirt around all. Kay seconded and it carried.

Gutter Repair – Mike made a motion to accept a bid for gutter repair of $1435.00 from Roberts Roofing. It was seconded by Sandy for repairs to 1601 and 1603 N. 43rd St., 1309 43rd St., 1516 N. 42 Terr., and 4209 Country Ln. Motion carried. Mike made another motion to accept a $2358 bid from TK Lawn to clean all homeowner gutters autumn and spring and $55 for the Clubhouse and repair French drains. Jackie seconded and it passed.

Water problem on 1543 N. 43rd St. – Mike made a motion to accept a bid of $574.26 to repair a drainage water problem from a spring between 1543 N. 43rd St. and 1523 N. 42nd Terrance. It now would run into the Common Area. Linda seconded and the motion passed.

Mike made a motion to accept a $691.31 bid from TK Lawn to haul away and add dirt along a retaining wall, as well as, haul in new dirt and seed at 1401 N. 43rd St. Ginny seconded the motion and it passed.

This time Mike made a motion to accept a bid from Proffer and Eriviez to pour new concrete stoop, sidewalk and put a railing back for $950 at 1506 N. 42nd St. Terrace. Kay seconded and the motion passed.

Clubhouse – the social went well. 30 people came. We had enough food to satisfy everyone.

Swimming Pool – Tom said it only cost $25 to update the sign inside the pool area.

Lawn Care – Mike mentioned that the weeds in the tennis courts need to be cut and sprayed with weed killer; grass inside the pool area needs to be mowed; and shrubs trimmed.

Snow Removal – nothing

Memorial Flowers – We received a letter thanking us for the donation in memory of Donna Bartlett.

Neighborhood Watch – Nothing

The Board went into executive session for a short meeting.

The next meeting will be held on August 14, 2018.

Respectfully Submitted,

Sandy Hamlin

Board Secretary