

COUNTRY CLUB VISTAS II PROPERTY OWNERS ASSOCIATION

APPROVED MINUTES FROM OPEN BOARD MEETING MAY 11, 2023

Mike Simpson, President called the meeting to order at 1:00 pm.

Board Members in Attendance:

Mike Simpson, President, Environmental Chair
TC Carr, V-President, Website Manager
Martha Crowell, Treasurer
Debi Harney, Secretary

Board Members not in Attendance:

Don Wallenfang, Architectural Chair

Debi Harney, Secretary – read the minutes from the February 23, 2023 meeting. Motion to approve minutes TC Carr, seconded by Mike Simpson. Unanimous

Martha Crowell, Treasurer – read the Treasurer’s Report January thru March 2023. Martha thanked Lora Ohlrich for stepping up and volunteering to be on the Finance Committee to review the records. Web service and Donation lines on Treasurer’s report were discussed.

Martha Crowell, Treasurer - read The Annual Audit Report 2022 conducted by Sheryl Slightom. The audit report showed some discrepancies in the way that reimbursement forms were handled last year. There was only one signature on the forms when there must be two signatures. Some receipts, deposit slips and reimbursement forms were missing.

Pat Kelly had a question about a line item in the Annual Audit Report – Shredding of all Documents up to 2018. Discussion about documents shredded last year without full board approval. No review of the documents that were shredded was done. The storage unit was being emptied when it was found to hold mostly old ornaments and decorations. But our old documents were also in the unit and were taken to a shredding location. Questions were raised about legality and if our attorney had been contacted. As there was no money involved the attorney advised to do nothing. TC Carr stated that the previous Board had approved shredding documents and that a committee was to be formed to review documents according to State and Federal rules for document retention (1-18-21 meeting). This committee was never formed and the President and Secretary had the documents shredded.

Environmental Report – nothing new noted.

Architectural Report – not in attendance.

Website Report – discussion about Word Press.

New Business

Debi Harney stated that there were a few residents in the POA that were renting out their houses as vacation rentals. Unless the homes are rented out for a minimum of 30 days (same person) they are in violation and will be getting letters explaining the **CCR Section 2.20 Rentals** and that they must abide by them.

Martha Crowell stated that it appears that there are homeowner’s parking off their driveways in the gravel. This is a violation of **CCR Section 2.4 Vehicle Parking** they will be getting letters telling them they are in violation and they need to remove their vehicles from the gravel. There was discussion about adding a cement pad and it was determined that if the pad was added and connected to the existing drive-way that it was allowable. BUT, all CCR’s and county rules must be followed.

Lock Boxes – person requesting to be put on agenda was not in attendance. Helen Russo explained that the Fire Department has a program that for \$75 you can have a lock box installed that only the Fire Department has access to. This is in case of emergency so the Fire Department does not have to break down your door to administer aid.

Martha Crowell says that Certified Mail is going up and wanted know whether it was an expense we didn't need. The Certified Mail is to mail out CCR's, By-Laws and forms that new home owners are required to get when they move in. Martha would like to deliver to them when they move in as she was told by the Title Companies that they have this information already electronically. Discussion with new homeowners and how most of didn't get anything from the realtor or Title Company, just the copy that Martha sends out. It was determined that the documents will still be sent out certified mail.

Complaints/Fines – all complaints must be in writing to the Board. There is a complaint form on the website.

Old Business – none

Member Questions – more discussion about shredding of documents. It was made it clear that this was done by the previous Board not the current Board. No action will be taken by the current Board.

POA Members in Attendance:

George Orndorf MD, Helen Russo, Gary Rexine, Laura Ohlich, Allen Koning, Lisa Brightman, Terri Baranowski, Bill & Mary Ann Baitinger, Judith Lloyd, Judy Stewart, Charles Stewart, Jay and Susan Corsett, Patricia Kelly, Debbie Kasper, Bill Breckenridge

TC Carr made a motion to adjourn the meeting at 2:30 pm and Martha Crowell seconded. Mike Simpson adjourned the meeting.

This minutes were approved on June 8th, 2023.

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