

# COUNTRYSIDE COMMUNITY CLUB ASSOCIATION

## BOARD OF DIRECTORS MEETING MINUTES

Date: November 10, 2020

Time: 7:00 PM

Location: CCCA Recreation Room

### CALL TO ORDER:

Dan Ligocki, President

John Glavin, Secretary

Duane Wilson, Vice President

Marc Nover, Treasurer

CCCA Staff:

Holly King, General Manager

### APPROVAL OF MINUTES:

The Board reviewed the minutes from the October 13, 2020 meeting, Duane Wilson made a motion to approve the minutes as submitted, was seconded by Marc Nover, and unanimously approved by the Board.

### TREASURER'S REPORT:

September & October financials were reviewed; September income was \$7144 less than budgeted, expenses were \$11,366 more than budgeted: October income was \$3711 less than budgeted, expenses were \$1502 more than budgeted. Delinquency as of October were \$68,338.81, as of November were \$67,970.27 a motion was made by Marc Nover to approve the treasurer report as submitted, was seconded by Duane Wilson, and unanimously approved by the Board.

### MANAGEMENT REPORT:

- ✓ The delinquent status report from PB&J was reviewed there were no accounts turned over to PB&J for collections. One account was paid in full, another account made payment arrangements with PB&J.
- ✓ Enforcement inspection was performed on Oct 17th.
- ✓ We had 6 new homeowners in October.
- ✓ Complete Landscape repaired an PCV pipe break in the middle of the park.
- ✓ New Elliptical was delivered & installed in the fitness center.
- ✓ 2<sup>nd</sup> walk thru was performed with Evolution Construction on Nov 4th; Board members Marc Nover & Dan Ligocki were present.
- ✓ Trick or Treat Open House was a success with over 85 people coming by to enjoy treats.
- ✓ Backyard Boulders is scheduled to perform warranty repairs on November 4<sup>th</sup>.

### UNFINISHED BUSINESS:

- A. Fitness Center – Board discussion; Marc Nover made a motion to accept the revised proposal from Evolution Construction proposal not to exceed \$43,000, was seconded by John Glavin, and unanimously approved by the Board.
- B. Annual Meeting – Board discussion; we have not received any other nominations except from the current 3 board member up for re-election. Annual Meeting to be held on January 12, 2021.
- C. Software for 2021 – Appfolio is in the process of setting up our account, we will be starting training within the next couple of weeks.
- D. Payroll for 2021 – We will be switching our payroll to Paychex starting January 1<sup>st</sup>, 2021.

- E. 2021 Draft Budget – Dan Ligocki made a motion to accept the 2021 budget as submitted, was seconded by Duane Wilson, and unanimously approved by the Board.
- F. Rec Room Reservations - The Board decided after discussion to keep the rec room closed with no reservations thru the end of 2020 due to the spike in numbers and until the restriction on gatherings has been lifted. Board to discuss again at the January Board Meeting.

**NEW BUSINESS:**

- A. No new business

**MEMBER COMMENTS:**

None present

**SET DATE FOR NEXT MEETING:**

December 8, 2020 at 7:00 pm  
CCCA recreation room.

**ADJOURNMENT:**

7:25 PM

**Submitted by**

**Holly King**

**General Manager CCCA**