

Country Square Board of Director Meeting Minutes

4/15/24

Time Start: 5:03pm (AST)

Purpose: Board of Director Meeting

Roll Call

present	President: Barbara Ramsey
present	Vice President: Shana Ackles
present	Treasurer Diane Hodge
present - arrived late	Secretary: Daphne Mikes
present	Director: Ljiljana Rezic
absent	Director: Angela Southwould
present	Director: Adrianna Schultz
present	Director: John Ho
present	Director: Leslie Kramer

Other homeowners/unit #/guests present:

Christina - PMSI; Shelley #707; Cody #404

Proof of notice of meetings:

This meeting was noticed by **PMSI** through email broadcast to homeowners and posted on Country Square Facebook (<https://www.facebook.com/groups/371343847724776>) on 4/8/2024 and 4/14/2024.

A. Approval of the Agenda

Clarification of the agenda added "additional items as needed" under Section C - PMSI.

Motion to Approve the Amended Agenda made by Leslie, and John seconded.

After no further discussion, the motion Passed.

B. Minutes approval of the March 18, 2024 Board Meeting

Motion to Approve the Board Meeting minutes of 3/18/24 made by Leslie, and Diane seconded.

After no further discussion, the motion Passed.

Motion: Approve amended ager	
yes	President: Barbara Ramsey
yes	Vice President: Shana Ackles
yes	Treasurer Diane Hodge
yes	Secretary:: Daphne Mikes
yes	Director: Ljiljana Rezic
absent	Director: Angela Southwould
yes	Director: Adrianna Schultz
yes	Director: John Ho
yes	Director: Leslie Kramer

C. PMSI - Month 13 - Christina

The blue tarp personal property in garage was finally determined to have been abandoned by a previous owner. The issue took time to resolve because not all are using the legally assigned parking and storage spaces. This issue will have to be resolved at another meeting.

A brief description of how to confirm owner of vehicles in question was given, but will be discussed at another meeting.

Unit 707 requested an extension of another month (6/1/2024) to remove the kayak from the storage area. An extension was granted by verbal consensus by the Board. This would allow the kayak removed after the current school year ends. Unit 707 agreed that would be enough time to finally resolve the issue.

A question was raised about properly allocating the recent garage door replacements funds. Diane and PMSI will confirm it has been done.

Property damage caused by Snowman will be repaired as weather permits. The only exception is the handrail to the mailboxes will be done as soon as possible because of the safety hazard. PMSI will deduct this cost from the next snow bill, if one is still forthcoming. If there is not another snow removal bill, the repair bill will be sent to Snowman.

D. Financial update - Diane

How to maintain a \$75,000 balance in the ERJ cash account was discussed. The Board decided the goal of the Alliance operating account was have a \$20,000 balance maintained as closely as possible. A transfer of \$15,000 from the Edward R Jones (ERJ) cash account was approved. As the Alliance balance fluctuates with dues coming in and expenses going out, Diane will adjust accordingly.

The Board decided that \$40,000 would be maintained in the money market fund for a better interest rate - even with the 0.53% annually charged by the fund company, Capital Group. Availability of funds would still be quick within a 2-3 day time period.

The balance of any cash funds would be kept in the cash account for same day access.

Diane presented two laddering recommendations for the maturing CD funds to standardizing turnover of maturing CDs. The Board decided on Option 1 - to utilize 3-month windows instead of a longer 6 and 9 month windows for maturity.

A Motion to approve Laddering Option 1 was made by Shana, and Ljiljana second.

After no further discussion, the motion Passed.

Motion: To approve 3/18/24 Board Meeting Minutes	
yes	President: Barbara Ramsey
absent last meeting	Vice President: Shana Ackles
yes	Treasurer Diane Hodge
yes	Secretary:: Daphne Mikes
yes	Director: Ljiljana Rezic
absent this meeting	Director: Angela Southwould
yes	Director: Adrianna Schultz
absent last meeting	Director: John Ho
yes	Director: Leslie Kramer

Motion: Approval ERJ Laddering Option 1	
yes	President: Barbara Ramsey
yes	Vice President: Shana Ackles
yes	Treasurer Diane Hodge
yes	Secretary:: Daphne Mikes
yes	Director: Ljiljana Rezic
absent	Director: Angela Southwould
yes	Director: Adrianna Schultz
yes	Director: John Ho
yes	Director: Leslie Kramer

Diane confirmed that there was paperwork confusion and ERJ is in process getting two additional signers on the accounts (President, Vice-President), as well as Treasurer.

After no further questions, a Motion to Accept the Treasurer Reports made by Shana, and Daphne seconded. Diane was thanked for her hard work. After no further discussion, the motion Passed.

E. Other committees/topics:

Committee updates:

- The Amendments to Country Square Legal Documents Committee - Barbara/Diane/Daphne - meeting scheduled for 4/23 @ 5pm using same link as today. PMSI to notice the homeowners.
- Lighting Committee - Barbara/Shelley - still working on it.
- Security/Pet Committee - Adrianna, Daphne, John, Barbara - still working on it.

Motion: To accept the March 2024 Treasurer Report	
yes	President: Barbara Ramsey
yes	Vice President: Shana Ackles
yes	Treasurer Diane Hodge
yes	Secretary:: Daphne Mikes
yes	Director: Ljiljana Rezic
absent	Director: Angela Southwould
yes	Director: Adrianna Schultz
yes	Director: John Ho
yes	Director: Leslie Kramer

F. UNFINISHED BUSINESS

Select roof snow shoveling bids for areas experiencing ice damming leaks for next winter is still in process. Two roof replacements are anticipated in 2025. Cody asked if additional insulation or venting in the attic space might be the issue and could it be checked. Shelley gave a history of previous Board action and indicated it had not helped previously. Shelley was asked to provide any additional information she might have in old files or emails. It was discussed the roofs were installed approximately 2002, permitted/approved by the MOA, and working as installed, however the excessive snowfalls/ice damming have created leaking in some units that proactive shoveling may help.

Replacement Tow Signs have been paid for, and just need to be picked up at 24/7 Tow Company and installed. This task should be completed by next meeting.

G. New Business

No new complaints were heard.

A Motion was made by Shana and seconded by Daphne to go into executive session to discuss violations regarding dog poop and towing.

When the Board returned, the Board asked PMSI to:

- Confirm 103 was now vacant and the type of dog 107 had.
- Remind 408 of the owner requirements of the October 2023 revised House Rules, and reasons why a majority of the Board denied their request for \$480 towing expense reimbursement of their tenant's vehicle.

H. Adjournment

Motion to adjourn was made by Shana and Daphne seconded.

Status of maintenance items: summer grounds bids and cleaning the asphalt would be discussed with PMSI after the meeting.

After no further discussion, the motion to adjourn Passed with unanimous consent.

Time End: 6:45 pm AST