

## COUNTRY SQUIRE HOMEOWNERS ASSOCIATION

Date: June 9, 2025

### **Opening and Acknowledgement of Visitors: None**

**Attendees:** Robin Shaon, Kay Patterson, Jackie Frakes, Linda Embrey, Beth Downing, Lynn Beggs, Jessica Johnston, Mitch West, and Conrad Spaeth

**Minutes:** Reviewed by the board. Kay made a motion to approve the minutes with corrections, and Lynn seconded. The motion was approved

**Treasurer's Report:** The report was read aloud by Kay. Lynn made a motion to approve the report, and Linda seconded. The motion was approved.

**Questions and Concerns of Owners:** Jennifer Yager sent an email about her double driveway needing repair, and is waiting on the board. The board will get a bid and then let her know what her half of the cost will be.

### **Old Business:**

#### **5/14/2025- via email - Tom Rochow window trim**

Tom Rochow asked about getting his trim painted. He was informed that the HOA was supplying the paint, and Conrad was able to do the painting, with Rachow paying him. Tom said Conrad bid \$1000 for the 8 windows, and he was not willing to pay that.

#### **6/2/2025- via email - 4206 Country Lane and 1513 N 42nd Terrace (Mary Kay, Linda, Jackie, Robin, Kay, Beth, and Lynn approved)**

Conrad just sent an estimate for 4206 Country Lane gutter repair - \$748  
1513 N 42nd Terrace - \$80.00

#### **6/4/2025- via email - Recent estimates**

1. 4206 Country Ln Jeff & Julie Boyer, gutter repair per Roberts roofing - \$748 includes Conrad's 10%
2. 1314 N 43rd. Clubhouse. Replace the threshold of the front door \$220
3. 4201 Country Ln Steve Viestenz. repair soffit & fascia SE corner of garage, caulk & paint, repair gutter leak, and raise gutter \$290

Kay made a motion to pass all three of these jobs and Mitch seconded the motion. This motion was approved.

**New Business:**

1. Paint is being ordered for residents needing to paint their trim.
2. Linda Embrey reported problems with her roof. It was replaced in October of 2020 by Agape Grace Roofing. She believes it is under warranty for as long as she resides in the home. Conrad will inspect the roof.
3. Kay Patterson reported that a person was requesting the board share their business card with the HOA residents for carpet cleaning. The board determined not to do this as it would appear to be a recommendation from the board.
4. Robin Shaon recommended that the gutters be cleaned more frequently due to the larger trees dropping debris and causing drainage issues. Jackie is going to check with Ed.
5. There are some bare spots on the grounds that will need to be seeded, but the board determined this should be addressed in the fall.
6. The board discussed moving \$20,000.00 from the Special Assessments account to help cover the cost of all the current projects. Mitch made a motion, and Larry seconded. The motion was approved.

**Association Responsibilities:**

- **Maintenance:**

1. 4214 Country Ln - \$800.00
2. 4201 Buckingham Ct - Replace siding on W side of the house - \$4,380.00
3. 1407 N 43rd - Replace siding and trim on E side of chimney, caulk and paint - \$575.00
4. 4205 C Country Ln - Replace rough cedar on both sides of garage door- \$425.00
5. 1508-1510 N 43rd - Dirt work - \$1,200.00
6. 1607 N 43rd - Paint trim on NE corner - \$75.00
7. Linda Embrey's home - Scrape and paint above garage door - \$160.00

Kay made a motion to approve all of the above projects, and Mitch seconded the motion. The motion passed.

1. 1609 Buckingham - \$580 (Waiting for Conrad to see if there are any issues before proceeding).

During the meeting, Linda submitted a work order for water in her porch light. Conrad will submit a bid to the board for approval.

1. 1513 Buckingham - Charlotte Sollars - replacing siding and trim - \$2,650.00. Kay made a motion to approve, and Lynn seconded the motion. The motion passed.
2. 1523 N 42nd - Peggy Miller - \$2,050.00. Lynn made a motion to approve, and Beth seconded the motion. The motion passed.

- **Clubhouse:**

The carpets and windows have been cleaned. Jason Johnston is going to try and fix the umbrella stands so the umbrellas will not continue to blow off the stands and break.

- **Swimming pool:**

Jessica Johnston proposed, after speaking with a few residents the idea of installing a heater in the pool, if the funds could be raised by individuals. Jason Johnston used an online calculator and found a heater for \$550.00. The board recommended using the \$200.00 donated by the Welcome Wagon, as well as the \$100.00 that is collected from the Douglas HOA renting the clubhouse. Mitch made a motion to approve, and Robin seconded the motion. The motion passed.

- **Lawn/Tree Care:**

None

- **Snow Removal:**

None

- **Memorial Flowers:**

None

- **Neighborhood watch:**

A resident did see a man in all black looking over fences one evening.

**Meeting Adjourned:**

Linda made a motion for the meeting to be adjourned. Kay seconded the motion. Approved  
Meeting adjourned at 7:23 pm

The next meeting will be July 14th at 6:00 pm

Respectfully submitted,  
Jessica Johnston, Secretary