

COUNTRY SQUIRE HOMEOWNERS ASSOCIATION
Date March 11, 2024

Opening and Acknowledgement of Visitors: No visitors

Attendees: Kay Patterson, Cindy Roberts, Linda Embrey, Beth Downing, Jackie Frakes, Mary Kay Lyle, Lynn Beggs

Minutes: Cindy reviewed the Board Meeting Minutes from February 2024. The Board approved the minutes with changes.

Treasurer's Report: Kay presented the Treasurers' report with the Board unanimously approving the report with no changes. Kay also presented a YTD budget spreadsheet. The board approved Kay's financial reports as written

Kay also presented a birds eye view of a five year plan for the Special Assessment Account. She also reviewed the goal to pay off the loan. The basic plan would include some other projects that could be done. Pool repair, replacing flooring in the clubhouse, replacing the windows in the clubhouse were mentioned. Cindy mentioned considering replacing the counter tops in the clubhouse and possibly painting the cabinets in the kitchen.

Questions and Concerns of Owners: Cindy received a call from Sharon Rachow regarding the unapproved railing. Cindy advised that the railing was not included in the HOA Covenants /Bylaws to be covered and this is why it was not approved. She disagreed, states has a bid from the HOA (thinks this means the HOA covers it). I advised the bid was part of the bids for all work requested for her place and that the board did not approve that part of the bid. She then states that Mike told her it would be covered long ago. I advised that the current board is following the covenants and bylaws. She mentioned decisions are inconsistent with decisions made for what is and is not covered such as driveways are not in the Covenants and Bylaws. I advised her that the current Board is making decisions according to what the HOA is responsible for following the Covenants/Bylaws and that I cannot speak for decisions or conversations she has had in the past with former Board members. She said she has the bid and she is turning it in.

Old Business:

- 1512 N 42nd Terr - Replace trim around front window, replace bottom board under front window, scrape and paint. Total \$1175.00. **Competed/paid.**
- Kays email: Conrad stopped by and left a sample of the siding, it is a wood grain look particle board, it is \$72 for a nine foot panel. The stucco siding is \$87 for a nine foot panel and has to be bought in bulk for a total of \$4500. He said the first option is more durable and will last longer and will not chip. Email voting: **The Board unanimously approved the wood grain look particle boarding.**

- 1524 N 42nd, Sharon Hinderks - Add dirt around foundation on N side of house \$120.00. **Email 2/28/24 Approved.**
- 1506 N 43rd, Christian Matos - Replace garage door trim on N side of door, caulk, paint, put dirt on SW corner of house to allow water to drain away from foundation \$865.00. **Email 2/28/24 Approved**
- 1219 N 43rd, Leona Roster - Paint approximately 30 ft. of fascia on back upper level of home. \$75.00. Conrad. **Board meeting approved 2/12/2024. Completed/paid.**
- 1506 N 43 Replace gutters. \$1890 Roberts Roofing. **Completed/paid**
- 1515 N 43 Replace pipe boot. \$350. Roberts Roofing. **Completed/paid.**
- 1505 Buckingham Replaced flashing around chimney and tied in shingles. Roberts Roofing. \$1975. **Completed/paid.**
- 1219 N 43 Replaced corner of gutter (miter) above front door on upper level. Roberts Roofing. \$175. **Completed/paid.**
- 4205 Country Ln. C Installed water diverter on end of gutter. \$175 Roberts Roofing. **Completed/paid.**
- Stain for fences: Cindy discussed examples of solid options to match current specs of semi-solid for those with red stains or aging wood that needs better coverage. Lynn agreed to get samples of options and bring them to the next meeting.
- Work order form on country squire website. Cindy reported that the current document may be an older version on the Country Squire website.
- Contacting homeowners with approvals and work orders not approved. Beth reported that this is being done. The Board provided a denial work order form to have **Cindy prepare a letter to be sent to the homeowner Allison DeVoe.**

New Business:

- Pool repair: Kay presented Jessica's findings on two estimates to have the pool repaired to include retiling and repair any holes before opening. This included an estimate from AC swimming for \$10,000 and Mr Trug out of Kansas City for \$15,000. The two bids were reviewed and the board determined next steps. The plan is to see if Jessica can have AC Swimming come out and meet with Jessica to get a final bid on site. Jessica plans to meet with the contractor who may need to remove the pool cover and inspect the detailed repairs needed for the tiles that need to be replaced.
- Kay discussed the need to have dry basement come and inspect and or service if needed the sump pump in the clubhouse. Kay will contact Dry Basement and have them meet with Lynn.
- The Board discussed the processes of emails for job approvals. The Board agreed that work orders \$1000 and under could be emailed to all of the board members for voting. Higher bid jobs will need to be presented at the Board meetings for review and possible approval. The Board agreed that the email bids jobs will need 5 of 9 yes votes in order for approval. **This process was unanimously approved by the Board.** Emergency work orders were discussed. Kay will contact Conrad in these situations and email the Board for approval. **The Board unanimously approved this process as well.**
- 1. 1507 Buckingham, Jerry Brown - Replace rough cedar trim boards on both sides of garage door, caulk, paint. \$1,115.00. **Unanimously approved by the Board.**

- 2. 1514 N 42nd, Karen Dreyer - Replace siding on back of house from chimney to S corner, caulk, paint new siding and trim. \$3,100.00. **Unanimously approved by the Board/Completed.**
- 3. 1515 Buckingham, the old Paula Allen home - Replace siding & trim on front of house from front door to N corner, Replace siding & trim on N side of house upper & lower, replace siding & trim on chimney, caulk and paint, haul off all debris. \$8900.00. The **Board requested a rebid by Conrad.** Kay reported there will be a followup by email for voting/approval at a later date.
- Cindy brought up that the Board needs to determine if and how much the HOA will be paying for driveways moving forward. It was noted that there is no mention for the HOA to be responsible for paying for the driveways and other cement work in the Covenants / Bylaws specifically. Cindy read the section regarding the HOA responsibilities for repair and replacements. The Covenants specifically states the roofs and hard surfaces (siding) are repaired or replaced by the HOA but does not specify driveways, sidewalks and steps (cement work) **The Board decided to table this until the April meeting and vote on a plan at that time.**

Association Responsibilities:

- **Maintenance:** Conrad sent an email on completed projects, projects in process, new bids.
- Conrad's email: Here is the list of all jobs completed by Roberts Roofing. No jobs in progress right now:
- Kay's email 3/4/24 reported that TK Lawn just phoned to say they will be cleaning gutters Tuesday and Wednesday as the winds have knocked off most of the remaining leaves and there is rain in the forecast so he would like to get it done in advance of the rain. This has been completed.
- **Trees:** Jackie reported all the tree jobs have been completed by Ed Jenkins and Kay reported this has been paid. Jackie reported that there is a tree located inside a patio area of 4214 Country Lane, Patricia Craig's property that needs trimmed or could fall on a roof. The Board determined a letter will need to be sent to the homeowner. **Cindy will prepare and email the letter to Kay to be mailed to the homeowner.**
- Homeowner Sharon Rochow reported concerns to a board member regarding a flower bed located outside the patio area at Christian Mateo of 1506 N. 43rd Street property that has overgrown brush or a wild tree that needs to be trimmed or removed. **Cindy will prepare and email the letter to Kay to be mailed to the homeowner.**
- **Clubhouse:** See new business notes regarding sump pump maintenance.
- **Swimming pool:** See new business regarding getting a bid on the pool repairs from AC Swimming.
- **Lawn Care:** Jackie reported M&M applied the first lawn application.

- **Snow Removal:** Jackie reports no new news.
- **Memorial Flowers:** Linda reports a donation of \$50 was made to P.E.O. on behalf of Judy Halferty's passing.
- **Neighborhood watch:** The feral cats are still around. It was discussed that several homeowners are feeding and possibly housing them. No decision was made on how to address this at this time. There was discussion about a car in the driveway that is inoperable at Mary Beth Scheneckers' residence at 1520 N 42nd Terrace. The Board decided that a letter needs to be sent to the homeowner. It was mentioned that this is not the first time this has occurred. **Cindy will prepare and email the letter to Kay to be mailed to the homeowner.**

Meeting Adjourned: 8:00pm. Next meeting is April 8th at 6pm. Updated to April 15th.

Respectfully Submitted,
Cindy Roberts
Secretary