

**PROPERTY OWNERS' ASSOCIATION OF COUNTRY CLUB ESTATES
BOARD OF DIRECTORS MEETING
NOVEMBER 13, 2024 (APPROVED)**

Board Members Present – Steve Zabowski, Glenn Aldinger, Bryan Balch and John Ashenden
Excused – Sandra Hibbard

Employees Present – Carrie Vorpapel

Visitors Present – Cassie Putnam, Tom Gardiner and Terry Clarke

Call to Order – The meeting was called to order by President Steve Zabowski at 5:03 pm with a quorum present.

Approval of Minutes – The minutes from the October meeting and October closed session meeting were reviewed. Glenn Aldinger moved to accept the minutes as written. Bryan Balch seconded. All members present voted “aye.”

Visitor's Comments – none

Old and New Business:

A. Golf Course

Cassie Putnam, C&S Bookkeeping, provided golf course financial reports and reviewed the plan for the golf course to switch to Quickbooks Online to make things more efficient for bookkeeping and payroll. Glenn Aldinger moved to approve C&S Bookkeeping switching the golf course to Quickbooks Online for purposes of accounting and payroll and keeping the HOA Quickbooks on the desktop version effective January 1. The golf course will pay their subscription to Quickbooks and the HOA will pay for theirs. John Ashenden seconded. All members present voted “aye.” Bryan Balch or Mike Weiler will pick up the mail and Bryan Balch will continue to bring it to C&S Bookkeeping on a weekly basis in the off-season.

Carrie Vorpapel will contact the golf course accountant to see if she will prepare the golf course tax return again and the HOA tax return as well. C&S Bookkeeping works with an accountant that is willing to prepare the tax returns for the golf course and HOA as well.

The loan for the tennis court was discussed. The monthly payments are very low with the expectation that the HOA will make a larger payment at the end of each year. Glenn Aldinger and Steven Zabowski will discuss this with the bank.

The meeting was adjourned into closed session at 5:29 pm.

The meeting was called to order into open session again at 6:02 pm.

1. There are some trees that are dying that need to be removed. Staff will remove what they are able to, and bids will be obtained to remove the larger trees, including the willows.
2. The 4/5 hole area, the shared area by the Country Fairway Condos, was discussed. The maintenance staff plans to level it and redo it with grass and possibly a picnic table.

3. Budget for next year for the golf course was discussed and will continue to be discussed at a future meeting. It was suggested to offer a combined membership for golf and also cart usage.

A discussion ensued about the maintenance shop. The lighting is being improved. Uniform shirts and hats will be ordered next season for indoor and outdoor golf course staff. The hitting nets have not been installed yet. Bryan Balch is getting quotes to have them installed with concrete posts.

B. Beaches and Piers

Glenn Aldinger said they are waiting for pricing for redoing the bathrooms at the beach house and the clubhouse. The piers have been removed and the water turned off at the beach house.

C. Roads and Parks

John Ashenden is working on getting the windscreens installed. Steve Zabowski is working on getting a quote to update all signs and for the additional signs needed for the Back 40 and tennis court area from Haze Graphics.

There is a roadway that has been dug up by the Back 40.

The water tower contract was signed and submitted. John Ashenden received an email from the Village of Fontana and there may be a fee for the permit.

D. Clubhouse

Bryan Balch said Jim McGowan will paint the deck, walls, trim and wainscoting at the clubhouse for \$850. CCE will supply the paint. The carpets will be cleaned after the painting.

Steve Zabowski received a combined bid to replace the rotted board under the deck and repair the concrete steps. He has asked to have the bid broken down.

E. Website

No news.

F. Open Dues Invoices

There is currently \$23,900 owed in outstanding dues. \$16,500 was due September 1st and \$7,400 is from past years. Attorney Tom Gardiner is able to file liens on behalf of CCE.

G. Other Business

The next meeting is December 16th, 2024, at 5:00 pm at the clubhouse.

Steven Zabowski moved to adjourn the meeting. John Ashenden seconded. All members present voted "aye." The meeting was adjourned at 6:44 pm.

Respectfully submitted by,
Carrie Vorpapel