**COUNTRY CLUB TERRACE HOA**

**Board Meeting Minutes**

**Tuesday, Aug. 19, 2024**

**Call to Order :** 5:50 by Chuck Wilcox, President

**Roll Call:** Chuck Wilcox, Linda Camacho, Dawn Schooler, Donna Aldana, Charlene Claybaugh

**Others present:** Bridget Wilcox, Steve Claybaugh

**Approval of Minutes:** Review and approve the minutes of the July 9, 2024 CCT HOA board meeting.

 Motion: Linda; Second: Donna; Approved: 5-0

**Treasurer’s Report:** Review and accept the Treasurer’s Report ($11,201.63 Checking; $17,732.91 Savings)

 Motion: Chuck; Second: Linda; Approved: 5-0

**Items for discussion / Possible board action**

* Landscape Report:
1. Part-time worker Hold Harmless Agreement: Paralegal advised that the document is sufficient if witnessed & signed. Steve will have Thomas Brockman obtain and submit to board.
2. Amount needed for fall lawn seeding: $125 for 70 lbs of seed needed for all of the lawns, + $500 for covering w/fertilizer (175 bags at $3.00 each), for approx. 42,000 sq. ft. = approx. $700 for entire project. Steve explained the fall prep and planting process of the landscaper.
3. Monthly amount for misc. supplies: Board voted to approve monthly “petty cash” maximum allowance of $250/month (as needed, requiring receipts) for landscaping needs, for Sept, Oct, Nov, & Dec (to be revisited in Dec. 2024).
4. 90-day review of Thomas Brockman’s work: Board approved to extend contract with Thomas Brockman for landscaping services, subject to review, if necessary.
5. Tree-trimming priorities: At this time, C&M Tree Service recommended trimming the following 4 trees: 1) between A-1 & B-6 (also needs caution tape & stakes); 2) between B-6 & A-2; 3) between NW driveway & D-12; 4) C-9 cluster in front yard. Steve said C&M has 1st availability Dec. 2 to start the trimming. Thomas will trim the tree in front of H-22.
* Electrical and Lighting needs: Victor Valley Electric Inc. made repairs to northeast carport lights, wiring, and box; recommendation that all carports be checked out and repaired if necessary; Board is awaiting a quote from the company (Linda will call).
* Pool lights to be replaced: Tabled for now – to be revisited in Sept. (Bridget & Chuck)
* Voluntary Address Rocks update: This important improvement will be presented at Homeowners’ Mtg in Sept.; proposal about voluntary shared costs between homeowners in same clusters – approx. $180 divided 3 ways between neighbors in each cluster.
* Horseshoe pit: Chuck will bring supplies as they become available. Cornhole update: It’s here! All are welcome to play!
* Cabana Termite tenting: Linda stated that Fraser will wait till Oct.
* Fitness equipment: Board approved the placement of certain donated items in the west end of the cabana for residents to use.
* Annual Homeowner Meeting Saturday, September 14: Board Mtg @ 4pm; ***All*** Homeowners Mtg@ **5pm**; Potluck Dinner to follow for everyone.
	+ Year in Review – progress, projects, issues (Chuck Wilcox, President)
	+ Anticipated priorities for 2024-25; Projects to consider (hand out list to homeowners; discuss possible assessment)
	+ By-Law and Rules changes for Homeowner approval by votes
1. pet restrictions; 2. project assessment; and 3. changes to election terms)
	* Election of 2024-25 Board of Governors
	* Potluck, social time!

**New Business – Board Member Comments:**

Steve shared info about a possible surprise inspection by homeowners’ insurance policies; pine needles on roofs need to be removed (they are a possible fire hazard);

Charlene shared a letter regarding insurance for homes in a fire zone (CA Fair Plan); drones will be used to determine insurability.

Steve also reported that our landscaper, Thomas, is willing to clean roofs for $40/unit (and $10 for gutters), if there are 10 or more residents that want that service.

**Next Board Meeting:**

Special Homeowners’ Meeting, Sat. September 14, followed by potluck (4pm Board Meeting, 5pm Homeowners’ Meeting, and after- meeting potluck dinner for everyone), to be held in the cabana. Please mark your calendar – **all should plan to attend!** (The voting will be done here)

**Adjourn:** 8:15 pm