

COUNTRY CLUB ESTATES PROPERTY OWNERS ASSOCIATION (CCEPOA)
BOARD OF DIRECTORS MEETING
September 24, 2023

Approved 11/04/2023

President Barry Brandt called the meeting to order on September 24, 2023, at 8:10 a.m. at the Zellers home, 308 Stockley Street.

Roll Call

Board members present were:

Barry Brandt, Frank Lacey, Susan Wellener, Lorraine Zellers and John Welch. Pat Sykes joined via Zoom and later teleconference. Bonnie Walker arrived after the meeting was underway since she could not access the Zoom link.

Review of Minutes – August 5, 2023

Lorraine Zellers distributed the draft minutes from the meeting of August 5, 2023, as there were some discrepancies between the recording and the draft minutes taken by Bonnie at the meeting. The minutes were reviewed by all. John made a motion, seconded by Susan, to approve the minutes as presented; the motion was carried unanimously. Lorraine will post the approved copy to the website.

Treasurer Report

Susan distributed a copy of the bank statement as of 9/21/23 because there had been quite a bit of activity, i.e., several dues payments, annual meeting expenses, etc. .

Bank Change

Bonnie questioned the status of changing banks.

At the last meeting Barry made a motion to move our accounts to M&T; however, Frank amended the motion to table any decision until the Fall to better evaluate dues collections and ensure that M&T could provide the same services in Delaware as they do in Maryland.

A motion was made by Bonnie and approved by the Frank to authorize Susan to continue looking into the feasibility, the timing and a plan for such a change

Letters to Realtors and Title Companies

Pat reported that she has been working on a draft that is almost ready. Barry questioned how we find the names/addresses. It may be a “piecemeal” process. Pat may have some contacts she can reach out to.

Committee Reports

OLD BUSINESS

Delinquent properties

Lorraine reported on the status of the delinquent properties. The initial “past dues” notice was sent to all delinquent properties on June 8, 2023. Since then, Barry, Susan and Bonnie had been working on updating the database with payments received, new addresses, etc.

Barry subsequently created a color-coded spreadsheet which identified new owners and those with new addresses. Lorraine sent a mailing on August 28, 2023, that consisted of an initial dues notice, and the new “kind” cover letter created previously to the 14 new properties on that list.

At this meeting, she presented a copy of the spreadsheet sorted to show the outstanding delinquent properties as well as the revised 2nd past dues notice, shorted to one page and indicating **total outstanding dues owed, i.e., 2023, 2020 and earlier**. She requested clarification of what to send and to whom because there were concerns raised by Bonnie previously to forgive the past dues, and Frank felt it was the Board’s primary responsibility, but questioned whether it was cost efficient to do this.

Lorraine reminded everyone that the delinquent properties had only received **one** notice up to this point. All agreed that another notice should be sent because there is more than \$3800 still outstanding.

After Bonnie’s arrival and further discussion, a revised 2nd past dues notice was drafted. It was the consensus was that we should proceed with a 2nd past dues notice to all properties who are delinquent, including the new people who have not paid. If there is any push-back, we can deal with those independently.

Lorraine will send the revised copy to everyone for approval indicating that it would not go out before the end of October since she would be out of town.

Community Yard Sale

Bonnie requested an update on the community yard sale. All agreed that this would not take place this year. More information is needed & community input would be important. Lorraine will reach out to her neighbor who made the suggestion to see if she would be willing to head the committee and attend our next meeting. A committee would be formed to move forward pending that discussion.

NEW BUSINESS

Post Picnic Review

Barry had received several comments Overall, everything worked well. All agreed that this was the largest crowd in many years even without a mailing. Main notices were the bulletin board, Constant Contact, and community signage. Other comments included:

Sunny Bay (consensus to increase number of sandwiches to 80) – split 60/40 – chicken salad/ham-cheese. Cookies didn't work so well; they were very good but melted.

- Add stickers on the sandwiches indicating what they are
- Use individual packets of mayo, ketchup, mustard, etc.
- Delivery was a problem; food came too early and sat out; consensus to schedule delivery to 11:00 a.m.
- Lettuce, tomato can be added, but no other condiments

Speakers

- Limit time of presentation, 10 minutes max
- Limit questions until the end of each presentation or have a Q&A after food is distributed
- Recognize that questions/problems are not going to be solved at this point.

Drinks

- Increase amount of water, mini sodas & amount were okay, but also need to include diet drinks

Sound System – problems with the Wi-Fi microphone. Need to better organize/test beforehand

Supplies – tablecloths, centerpieces, tape, leaf blower, broom, cleaning supplies, name tags

Sign Placement – no issues with this. Frank got approval from the homeowners.

Officer Election

Barry had indicated that he would like to step down as President; however, he would be willing to continue working on the database.

After a short discussion, Frank & Barry agreed to switch positions, Frank as President, Barry as Vice-President. Susan agreed to continue as Treasurer and Lorraine as Secretary with Bonnie's help taking notes.

There being no further business, the meeting adjourned at 9:13 a.m.

Respectfully submitted,

Lorraine Zellers

Next Meetings:

November 4th

9:00 a.m.

Place: Tom Zellers Pavilion weather permitting