

**COUNTRY CLUB ESTATES PROPERTY OWNERS ASSOCIATION (CCEPOA)**  
**BOARD OF DIRECTORS MEETING**  
**June 3, 2023**

Approved August 5, 2023

President Barry Brandt called the meeting to order on June 3, 2023, at 9:08 a.m. at the Tom Zellers Pavilion.

**Roll Call**

Board members present:

Barry Brandt (President), Susan Wellener (Treasurer), Lorraine Zellers (Secretary), Frank Lacey (Vice President) and Directors John Welch, Bonnie Walker, and Pat Sykes

**Review of Minutes – April 15, 2023**

Lorraine presented the minutes of the April 15, 2023, meeting for review.

As there were no changes, Pat Sykes made a motion, seconded by John Welch, to approve the minutes as written. Lorraine will post them to the website.

**Treasurer Report**

Susan presented the Treasurer's Report. Dues have been received from 200 properties to date.

Susan reported continued issues with Applied Bank, i.e., not open on weekends, inability to scan checks, etc. and suggested moving our account to a different bank which was more convenient and had additional services. She will investigate this and discuss options at the next meeting.

Delinquent properties

The Board discussed the 60 property owners with past dues (not including 2023) and the properties with new owners whose previous owners moved with unpaid dues.

After a discussion of the feasibility of collecting dues in arrears, Frank made a motion, seconded by Bonnie, that we send a notice to property owners in arrears and take no further action at this time. The Board approved this motion unanimously. Lorraine will mail the past due notice as approved by the Board.

The following items were discussed and agreed on for future action:

- Pat Sykes will prepare a list of contents for a welcome package that would be mailed to each new property owner in CCE and will bring it back for discussion at the next meeting. Some items for inclusion are information about the by-laws, dues, information on the Web Site, and other items.
- Any Board Member with information about properties for sale or sold should notify Pat.
- Pat will prepare a letter for area Realtors informing them about the dues requirement for property owners in CCE and that dues in arrears be collected at settlement.

## Committee Reports

### Website

Lorraine reported that the Web Site has been updated.

### Meet and Greet

Everyone agreed the event was a success. Fourteen people signed in in addition to Board members and others who did not sign in.

### Constant Contact update

Barry reported that CCEPOA has subscribed to Constant Contact. We have 220 email addresses and are adding others from the information form included with the dues announcement to the database (Excel spread sheet). Barry will use this list to send out information to members.

## NEW BUSINESS

### Creation of new dues and ownership master file

Susan/Barry will complete this with the most recent information obtained from the dues mailing information sheets.

### Annual Meeting and Picnic

Lorraine will investigate a vendor for the picnic lunch. The date for the Annual Meeting will be **Saturday, Sept 9, 2023 in Grove Park**. Additional planning will take place at the August 5<sup>th</sup> meeting.

Barry mentioned that the Board should be thinking about the Board election and the slate of officers for 2023-2024 (Officers are elected at the first meeting following the Annal Meeting.)

### Community Yard Sale:

The Board agreed to sponsor a community yard sale on Saturday, September 16. CCEPPO will advertise the event on the Web site and with neighborhood signs. Property owners who wish to participate can register on the Web site and will be given balloons for their front yard. Additional details TBA.

The meeting adjourned at 10:40 a.m.

The next meeting will be **Saturday, August 5, 2023, 9 a.m.**, at the Tom Zellers Pavilion.

Respectfully submitted,

Bonnie Walker  
Lorraine Zellers