

Country Place HOA Board of Directors Meeting Agenda
Date: November 5, 2018 Time: 7:00 pm
Location: Southgate Baptist Church Family Life Center, 740 SW 4th St., Moore, OK 73160

1. Call to Order/Roll Call – Mr Lennarson, Ms Sanders, Mr Bivens, Ms Coleman, Mr Vieta

2. Immediate Action Items

- A. Board approval of minutes from previous meeting - (Mr Bivens)
- B. Financial Report - (Ms Sanders)
 - 1. September Financials
 - 2. Yard Signs \$117.48; 2 attendees, NACOK Legal Issues 1 & 2 (Lennarson & Coleman) \$80
 - 3. Annual budget to be voted on Feb '19 [Bylaws Para 3.18 (1)]
 - 4. Annual Financial Review to be completed before Feb '19 [Bylaws Para 3.21 (7)]
 - 5. Deposit reserves in “other than a bank”? [Bylaws Para 3.18 (4)] vs separate bank account
- C. Committees
 - 1. Nominating (Opening/closing of filing period, [Bylaws Para 3.4 (1)] Feb '19 Election)
 - 2. Update Bylaws? (Referenced at Legal Issues I & II, should be a living document)
 - 3. Landscaping – (Mr Lennarson)
 - a) 134th Street sprinkler bill high – Avg \$220/mo, then \$350 & \$357 & \$24 (Look for Leak)
 - b) Common Area B sprinklers not used – Meter \$20/mo, Final service - \$0, Restart - \$25
 - c) Common Area A electric meter not used - \$14/mo,
 - 4. Covenants – Committee formation authorized by HOA Bylaws, 3 to 7 members
 - 5. SW 134th Street Fence – Responsibility for Maintenance & Repair (Open Item?)
 - a) Homeowner concerned about broken fence post
 - 6. Christmas Lights – Committee Chairman, Board Point of Contact?

3. Common Area Management – (Mr Lennarson)

- A. Common Area A owned by Vero, Area C owned by Terra Verde – Rob Green “working” it
- B. Playground – Signs suggested due to late night partying

5. Neighbor Questions/Comments –

6. Adjournment to Executive Session if necessary

Country Place POA
Balance Sheet
As of September 30, 2018

	<u>Sep 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
First Fidelity Bank	33,706.78
Total Checking/Savings	33,706.78
Accounts Receivable	
Accounts Receivable	-508.24
Total Accounts Receivable	-508.24
Total Current Assets	33,198.54
Other Assets	
Security Deposits	200.00
Total Other Assets	200.00
TOTAL ASSETS	<u>33,398.54</u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	374.03
Retained Earnings	18,661.17
Net Income	14,363.34
Total Equity	33,398.54
TOTAL LIABILITIES & EQUITY	<u>33,398.54</u>

**Country Place POA
Profit & Loss Budget Performance
September 2018**

	Sep 18	Budget	Jan - Sep 18	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Finance Charges	0.00	0.00	1,538.14	500.00	500.00
HOA Dues	0.00	0.00	45,467.29	40,788.00	40,788.00
Late Charges	0.00	0.00	958.00	500.00	500.00
Legal Fees	0.00	0.00	437.50		
Lien Fees	0.00	0.00	1,949.00	500.00	500.00
Returned Check Charges	0.00		35.00		
Total Income	0.00	0.00	50,384.93	42,288.00	42,288.00
Gross Profit	0.00	0.00	50,384.93	42,288.00	42,288.00
Expense					
Charitable Contributions	0.00	0.00	0.00	50.00	50.00
Filing Fees					
Lien Filing Fees					
Lien Filing/Release Fees	0.00	0.00	1,691.00	1,200.00	1,200.00
Total Lien Filing Fees	0.00	0.00	1,691.00	1,200.00	1,200.00
Filing Fees - Other	13.00		91.00		
Total Filing Fees	13.00	0.00	1,782.00	1,200.00	1,200.00
Insurance					
Directors&Officers Insur	1,772.00	0.00	1,772.00	1,922.00	1,922.00
Liability Insur	2,875.78	0.00	2,875.78	2,982.00	2,982.00
Property Insurance	0.00	0.00	1,911.00	1,916.00	1,916.00
Insurance - Other	0.00	0.00	0.00	0.00	0.00
Total Insurance	4,647.78	0.00	6,558.78	6,820.00	6,820.00
Maintenance					
Monthly Lawn Maintenance	1,350.17	0.00	12,151.53	16,800.00	16,800.00
Pond Maintenance	269.00	0.00	1,883.00	2,700.00	2,700.00
Tree and Debris Maintenance	0.00	0.00	0.00	500.00	500.00
Total Maintenance	1,619.17	0.00	14,034.53	20,000.00	20,000.00
Management Fee	404.00	0.00	3,638.00	5,500.00	5,500.00
Postage and Printing	38.01	0.00	490.76	1,000.00	1,000.00
Professional Fees					
Accounting	0.00	0.00	30.00	150.00	150.00
Legal	40.00	0.00	40.00	500.00	500.00
Total Professional Fees	40.00	0.00	70.00	650.00	650.00
Repairs					
Entry Landscape Repair	0.00	0.00	5.16	1,000.00	1,000.00
Fence Repair	0.00	0.00	570.00	600.00	600.00
Irrigation Repairs	0.00	0.00	6,484.23	500.00	500.00
Playground Repairs	0.00	0.00	0.00	500.00	500.00
Total Repairs	0.00	0.00	7,059.39	2,600.00	2,600.00
Special Events	0.00	0.00	0.00	250.00	250.00
Taxes	0.00	0.00	100.00	18.00	18.00
Utilities					
Electric					
14008 Wagon Cir #FNTN 3038411-9	27.97		251.67		
14209 Wagon Boss Rd 129888938-5	14.24		128.10		
2302 SW 134 SPKLR 661879-7	0.00		528.97		
Electric - Other	0.00	0.00	0.00	1,600.00	1,600.00
Total Electric	42.21	0.00	908.74	1,600.00	1,600.00
Water					
14209 Wagon Boss Rd 25010158011	0.00		104.30		
2302 SW 134 St. 250101127937	0.00		1,266.78		
Water - Other	0.00	0.00	0.00	2,600.00	2,600.00
Total Water	0.00	0.00	1,371.08	2,600.00	2,600.00
Total Utilities	42.21	0.00	2,279.82	4,200.00	4,200.00
Total Expense	6,804.17	0.00	36,011.28	42,288.00	42,288.00
Net Ordinary Income	-6,804.17	0.00	14,373.65	0.00	0.00
Other Income/Expense					
Other Expense					
Other Miscellaneous Expense	10.31		10.31		
Total Other Expense	10.31		10.31		
Net Other Income	-10.31	0.00	-10.31	0.00	0.00
Net Income	-6,814.48	0.00	14,363.34	0.00	0.00