

Country Creek Patio Home Association
Board of Directors Meeting Minutes
Monday, July 28, 2025 @ 6:30 p.m.

1. Call to Order/Attendance

a. Roll Call:

- i. Board members present: Joyce Kurt (JK), John Rodwick (JR), Joanne Drake (JD), Jean Citkovic (JC)
- ii. Board Member absent: Kathleen Wilkins (KW)
- iii. CIC Management present: Christine Sartoris (CS):

b. Confirmation of Quorum – Quorum confirmed

2. President's Remarks (JK)

- a. The Governing Documents:** The Governing Documents have been prepared to align with current laws and incorporate member input. We'll be holding meetings with the membership and our legal counsel so you can ask questions, offer feedback, and feel confident before any vote is held.
- b. Our HOA Values:** Ellie Schulz will report on the Advisory Meeting.
- c. Parking Lot Mill Overlay Project:** The project contractor will be decided when all bids are received. Bids will be posted to the portal.
- d. Financials:** Our CPA will present to the board an overview of the complications tonight, and then we'll post them to the portal.
- e. Financial Oversight Committee:** Our Financial Oversight Committee has met and will be working to update our financial policies. One major change already underway is the separation of our operational reserve funds into a completely separate bank account. These funds should never have been comingled with long-term reserves, a situation we inherited, and we're fixing that.
- f. New Management Company:** We'll begin the process of searching for a new management company. As many of you are aware, our manager has submitted their resignation, and we'll be working carefully and thoughtfully to find the right fit moving forward.
- g. Petitioners:** Recall that we were planning on holding a Town Hall to address the concerns of a group of petitioners. In the midst of scheduling that very meeting, we were presented with another petition and are now in the process of scheduling a Special Meeting to remove the entire board and elect a new one.

3. Amendment to the Agenda:

- a. JR/JD, it was moved and seconded to amend the agenda by removing Monitor Manager Performance to provide the CPA with time to thoroughly review the Compilation Reports with the board. Motion passed unanimously.

4. Adoption of the 6/16/2025 Board Meeting Minutes:

- a. JD/JC moved a motion to adopt the 6/16/2025 Board Meeting Minutes. Motion passed unanimously.

5. Member Comments on Agenda Items:

- a. An explanation was offered that the Board answered the Petitioners' 6/16 request for a Town Hall Meeting via a Cat Tales announcement on 7/4. Clarification: The petitioners responded on July 5 with a rebuttal. The Association replied on July 8, letting them know that all their questions and concerns would be addressed at the Town Hall meeting. The petitioners then requested the Special Meeting, delivered to the Association on July 11, to remove the entire board.

6. Board Process:

a. Board Committee Appointments:

- i. Management Company Search Committee:** JD/JC It was moved and seconded to create a Management Company Search Committee, chaired by JR. Discussion followed. JR explained that the applicant's qualifications and application process will be communicated, pending board approval. Motion passed unanimously.
- ii. Parking Lot Bids:** Bids are still pending and all will be posted to the portal.

7. Board Committee Reports:

- a. Financial Oversight Committee:** Members include John Rodwick, Jim Schulz, Lisa Tonsfeldt (LT)-CPA, Christine Sartoris, Association Manager. JR introduced LT, who explained the detailed Consolidation Reports. The final reports will be posted to the portal.
- b. Advisory Committee:** Ellie Schulz reported on the last meeting. The Community Spirit highlights included: activities, trees, clubhouse, library, exercise area, art groups and displayed art, coffee and creekers, neighbors. Comment during open discussion requested more board transparency.

8. Manager's Update – No update.

9. Board Schedule and Calendar:

- a. Special Meeting: September 8th at 6:30, following 5:30 Registration/Proxy processing at Mountain View Bible Church.
- b. Board Meeting: Monday, August 25th 10 am
- c. Social Event: An Evening with Mark Lovell, Thursday 8/14, 5:30-8:00 pm

10. Open Comment Period

a. Comments included:

- i. Did we get the \$170,000 from the lawsuit? JK: It's scheduled to be received by 8/29. Information is on the portal.
- ii. There are legitimate concerns from the petitioners, but removing the Board is premature.
- iii. How would LT rate the board? Lisa: From an accounting standpoint, the board is solid.
- iv. Unhappy with WD Landscaping trimming the shrubs and trees. Suggest a different contractor for trimming.

11. Adjournment 7:48 pm

Respectfully submitted, Jean Citkovic, Secretary