

Country Hills Manor, Inc.

Ogden UT, 84403

November 14, 2023: COUNTY HILLS MANOR MGMT COMMITTEE

PRESENT: John Sabraw, Chair; Jerry Berchtold, Robin Bushman, Ginger Hauser, Jim Ormsbee, Debi Wallwork, Perry Willard and Welch Randall Property Manager, Matt Mendenhall and Hayley Thomas

CALL TO ORDER: John called the meeting to order at 6:00 p.m.

MINUTES; October 24, 2023 - Action: Perry made a motion to accept the Minutes, Jerry seconded, and all approved.

FINANCIAL REPORT: Matt reviewed the Delinquency forms and Financial Balance (reviewing the usual “overspent” accounts)

Delinquent accounts: Two accounts over \$500 and in collections. Due to a death of an owner, two units are in one-month arrears. Hayley informed the board that one account which had been in collections had just been paid.

BUSINESS:

Clubhouse HVAC replaced: Matt said there was one small problem relating to furnace piping that needed to be replaced and he would be contacting Mountain Air re this replacement.

Clubhouse Reservation System: Matt indicated that Jennie (WR Office) henceforth would be taking the reservations for the clubhouse. Unit owners will be informed, through Newsletter, of the change.

Roofing Update: Matt hasn’t been able to reach Gary Courtwright, Kimball Roofing or have Gary return phone/text messages. The board felt that this matter could wait until Spring.

Outstanding Items to address by the end of year?

Perry indicated that the unit gutters will be cleaned on Friday (17th). The ceiling in the clubhouse needs to have the swamp cooler register removed and the ceiling needs painting. The swamp cooler needs to be removed from the roof. The bathroom in clubhouse basement needs to be painted

Action: Perry made a motion to have the above work done by Shane, who had submitted a bid of \$1000 to do this work, seconded by Jim and all approved.

Blinds for the west side of the clubhouse will be discussed in the spring.

Newsletter: Suggestions: snow removal, dog poop, clubhouse reservations, and reduction of gas usage.

2024 Budget Draft: Ginger said that Perry and Matt and she had spent a number of hours reviewing last year's budget and preparing the draft of 2024 budget. **Action:** After reviewing the proposed budget and discussing a major increase in the gas budget, Jerry made a motion to approve this budget, Perry seconded and all approved.

December Board Meeting? It was agreed by all board members that there would be no December board meeting unless an emergency situation arose.

BOARD MEMBERS:

Hayley: Said that Arlene Anderson had wanted to schedule a meeting with the Ogden City Dispatcher for December. She indicated she would contact Arlene and let her know the meeting would need to be held in January.

Robin: Said that she had been in contact with Nick Bateman (gas company) and was working with him to find out the gas usage per building and to set a meeting (January?) with the committee and any interested unit owners to discuss ways to reduce gas usage.

ADJOURNMENT: John called the meeting at 6:36 p.m. The next meeting will be held on **January 16, 2023 at 6:00 pm** at the clubhouse.

Respectfully submitted:

Ginger Hauser

Attachments: Financial statements dated 11/11/23 and Proposed Budget for 2024.