


March

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Happy Birthday to members born in March!		1 Carrying Charges Due	2	3	4	5
6	7	8	9	10 Board Meeting 7 pm	11 Late charges applied	12
13 Daylight Saving Time Begins	14 Orthodox Lent Begins	15	16	17  St. Patrick's Day	18	19
20 Palm Sunday Spring Begins	21 Attorney Referrals	22	23	24	25 Good Friday	26
27 Easter	28	29	30	31		

THE TOWN CRIER

COLONIAL SQUARE HOMES

MARCH 2016



BOARD MEMBERS

Richard Gibson—President
 Leslie LaMarche—1st Vice President
 Clyde Whitney—2nd Vice President
 Debra Capps—Treasurer
 Judy Allister—Secretary

OFFICE STAFF

Crystal Keeton—On-site Manager
 Clifford Abel—Maint. Superintendent
 Wes Harness—Asst. Maint. Super
 Wayne Morrison—Maint. Tech.
 Jerry Burch—Maint. Tech.
 David Harris—Maint. Tech.

COLONIAL SQUARE OFFICE : 816-452-6664
SECURITY NUMBER: 816-809-9600
MAINTENANCE EMERGENCY: 913-894-3549

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Colonial Square Homes, Inc.

February 11, 2016

Board Meeting

NEWSLETTER MINUTES

Board members present: Richard Gibson, president; Leslie LaMarche, first vice president; Clyde Whitney, second vice president; Debra Capps, treasurer; and Judy Allister, secretary

Staff present: Crystal Keeton, on-site manager, and Cliff Abel, maintenance superintendent

Also attending: Mike Lauer and Connie Mayer, regional managers with Tailor Made Property Services, Inc.; and Dudley Leonard, cooperative attorney

The board convened at 5:30 p.m.

The board approved a bid from Darel D. Kyle for \$6,700 to perform the annual audit.

The revised rules were approved unanimously and will become effective April 1, 2016.

New Member Orientation

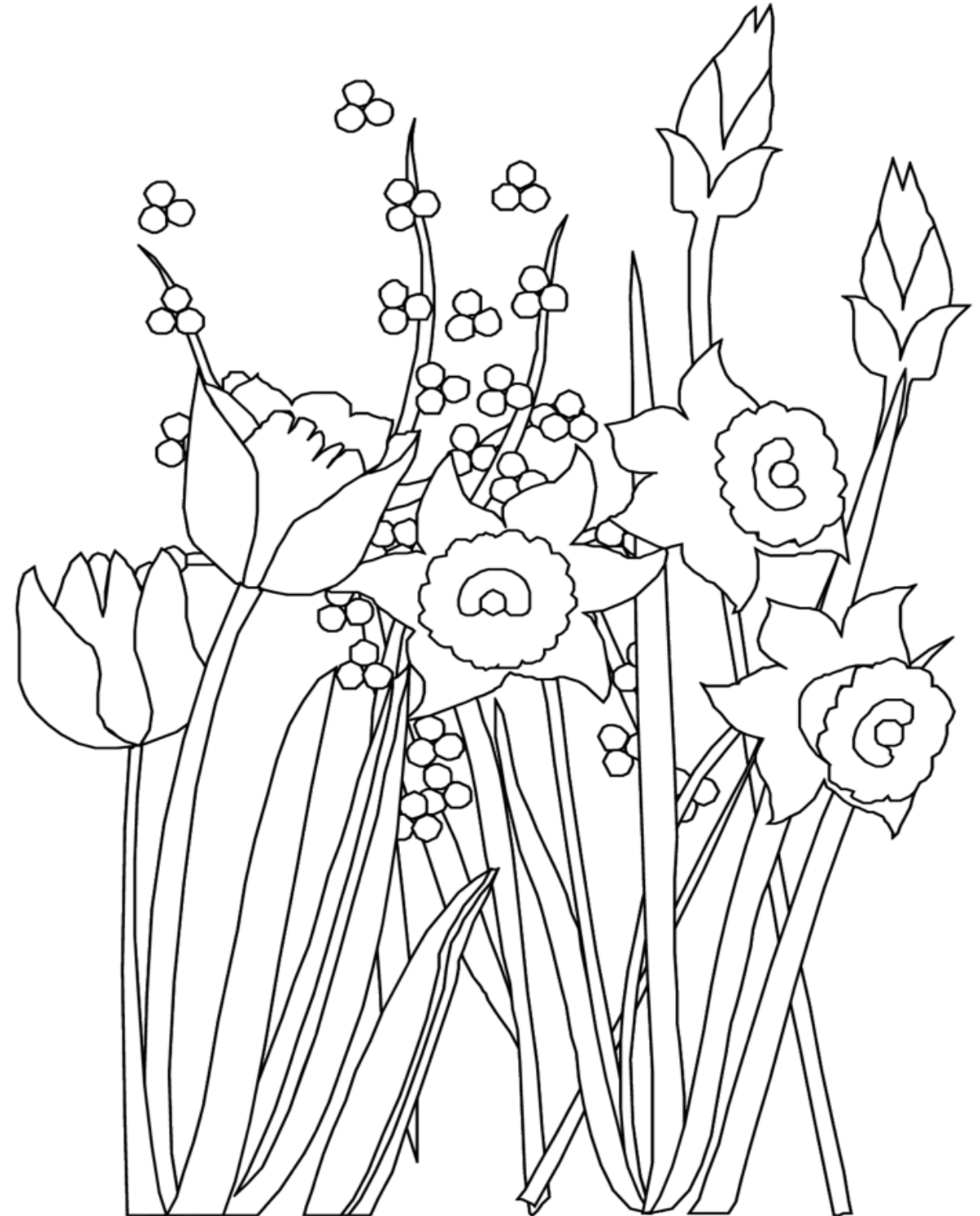
Appearing for new member orientation at 6:30 p.m. were two new households. Board members reviewed Colonial Square rules and regulations and expectations for cooperative living and membership.

The orientation ended at 7 p.m.

Open Session

Bill Halvorsen and Rosario Grado appeared for the open session.

Richard welcomed them and all present observed a moment of silence.



Chive & Onion Hash Brown Potatoes

Ingredients

1-1/2 cups half-and-half cream
1 container (8 ounces) spreadable chive and onion cream cheese
2 tablespoons dried minced onion
1 teaspoon salt
1/2 teaspoon pepper
2 packages (20 ounces each) refrigerated shredded hash brown potatoes
2 cups shredded Swiss cheese
3 tablespoons minced fresh chives, divided
2 tablespoons butter, cubed



Directions

1. Preheat oven to 375°. In a Dutch oven, combine the first five ingredients; cook and stir over medium heat until blended. Stir in potatoes.
2. In a greased 13x9-in. or 3-qt. baking dish, layer a third of the hash brown mixture and 2/3 cup Swiss cheese; sprinkle with 1 tablespoon chives. Repeat layers. Top with remaining hash brown mixture and cheese; dot with butter.
3. Bake, covered, 35 minutes. Bake, uncovered, 10-20 minutes longer or until edges begin to brown and potatoes are heated through. Let stand 10 minutes before serving. Sprinkle with remaining chives. Yield: 12 servings (3/4 cup each).

Crystal presented the monthly office report for January. There are six new waiting list applicants. There have been two move-outs, one move-in, 34 statements of charges due, 20 defaults and three attorney referrals.

There have been three parking violations and no pet violations.

Ten units are on the market in Tract A and seven in Tract B. The cooperative does not yet have possession of three of these units.

Cliff reported for House and Grounds. One unit was tagged in Tract A and has since complied. Three were tagged in Tract B and have complied.

There were 12 parking violations in Tract A and four in Tract B.

There were 142 work orders completed, two move-outs, one move-in and one preliminary move-out.

Of 14 rehabs underway, one is completed. Three additional rehabs are expected.

Richard opened the floor to member comments.

The open session ended at 7:25 p.m.

Closed Session

Connie presented the managing agent's report.

She is working on draft budget worksheets. The board agreed to a budget session at 10 a.m. on Wednesday, March 2, in the clubroom.

Crystal, Cliff and Dudley were allowed to leave at 8:15 p.m.

The board convened for executive session. The meeting was adjourned at 8:35 p.m.



Office News

Colonial Square Activities Committee

There will be no Activities Committee Meeting in March.

Trash bill \$ 1728.15 Water bill \$ 6068.76

Office & Maint. Building Electricity \$ 306.78.00 Street Lights \$ 459.74



Effective May 15, 2014, the fee for mowing lawns not maintained by members will be \$30. Back yards should be mowed and fence lines cleaned weekly.

Membership Referrals

Members, if you refer someone to Colonial Square and they are approved and move-in you will receive a \$100.00 finders fee. Make sure you tell anyone interested in our property that they need to mention your name.

Crimes reported to the office in the month of March:

Tract A: NONE Tract B: NONE

If you hear or see any suspicious activity please call the Police or Security.

Police Emergency: 911

Metro Public Safety: 816-809-9600

Colonial Square Office: 816-452-6664



ANNUAL MEETING / BOARD OF DIRECTORS ELECTION

Colonial Square's annual meeting is held each year on the 2nd Thursday of June. One of the primary agenda items is the election of board members to serve as the governing body of the cooperative for the next term. Interested candidates may now submit their resumes to the office for publication in the newsletter.

Here is an easy format to help you organize your information. Most of the categories are optional. You may choose to write in complete sentences or use only bullet points.

The board requests that all resumes be submitted in this format. Board and management will reserve the right to refuse publication in the Town Crier for any offensive or false content. Submissions should be limited to one page.

Name:

Cooperative experience:

Qualifications:

Family:

Work history:

Education:

"I want to serve on the board of directors because."



Attention Members

The Annual Board of Directors Meeting is June 9, 2016 at 7pm. Absentee Voting begins June 8th and runs through June 6 th at 5pm.

Please plan to attend.

Reminder: Each unit has one (1) numbered parking space assigned exclusively for the use of the member of that unit. This is binding even if the member does not own a vehicle. Parking in numbered spaces assigned to another unit is prohibited.

Other members and guest vehicles will park in available unnumbered spaces. Entire vehicles must be parked between the yellow lines provided and must not extend over the curb.

Guest spaces are available for 24-hour parking only. Guest parking spaces are not to be used for storage of vehicles.

Helpful Tips:

Leave your front and back porch lights on for added security. Colonial Square will replace a burned out bulb at no charge.



EXTERMINATION SCHEDULE FOR 2016

MARCH 8, 2016	1978-2022
APRIL 12, 2016	2024-2074
MAY 10, 2016	2110-2146
JUNE 14, 2016	2148-2186
JULY 12, 2016	2188-2228
AUGUST 9, 2016	2230-2274
SEPTEMBER 13, 2016	2276-2310
OCTOBER 11, 2016	2312-2350
NOVEMBER 8, 2016	2352-2376 & 2076-2084

NO EXTERMINATIONS DONE IN DECEMBER

SPECIAL DATES FOR 2016

JUNE 9, 2016 THURSDAY 7:00 PM ANNUAL BOARD OF DIRECTORS MEETING

THE OFFICE WILL BE CLOSED ON THE FOLLOWING HOLIDAYS

MEMORIAL DAY	MAY 30, 2016
INDEPENDENCE DAY	JULY 4, 2016
LABOR DAY	SEPTEMBER 5, 2016
THANKSGIVING	NOVEMBER 24 & 25, 2016
CHRISTMAS EVE	DECEMBER 24, 2016 (closed Dec. 23, 2016)
CHRISTMAS DAY	DECEMBER 25, 2016 (closed Dec 26, 2016)
NEW YEAR'S DAY	JANUARY 1, 2017 (closed Jan. 2, 2017)

ATTENTION MEMBERS:

The Annual Board of Directors Meeting will be held on

June 9, 2016 at 7PM.

Policy and Procedures for Candidates Running for the Board of Directors

1. Members running for the Board of Directors who wish to have their resume in the Town Crier must file it with the on-site manager by March 16, 2015. Resumes must be camera ready (printed or typed on white paper).
2. Candidates may campaign in any manner they choose, i.e., door to door, fliers, etc.
3. Campaigning is not allowed in the clubroom building the evening of the Annual Meeting. All candidates will be allowed to address the membership during the Annual Meeting prior to the election.
4. The on-site staff shall not prepare or copy campaign literature for candidates.
5. Resumes must be received by June 1, 2016 in order for the candidate's name to appear on the ballot.
6. All who vote at the annual meeting whether in person, by proxy, or by absentee ballot are eligible for the door prize drawing.

Colonial Square Homes, Inc.



If you are planning to be gone for a few days or longer and would like the maintenance staff to check on your unit please complete this form and turn it in to the office. We highly recommend this as a water leak can cause a lot of damage in a short amount of time.

Name: _____

Address: _____

Time frame of vacation: Leaving _____

Returning _____

Emergency Contact: Name: _____

Phone: _____

Number you can be reached at (if applicable): _____

Your cell phone number (if applicable): _____

Will you have someone checking on the unit while you are gone? If so, please provide the following:

Name: _____

Phone #: _____