

# October 2022 Stardust Hills Association Newsletter

## Stardust Hills Owners Association

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Office Administrator: Kristen Rogers

Board of Directors Cell Phone: 765-719-3722

**Association Monthly Meetings** are held in the clubhouse every 1<sup>st</sup> Monday of the month at 7pm (if falls on a holiday, then the following Monday). **November 7th** is the next meeting, so please mark your calendars.

**Annual Board of Directors Election.** We appreciate all that participated in this year's Board of Directors Annual Election!! We had a decent turn out and are excited to announce the 2023 Board of Directors, as well as seat selections for the next year.

David Fish, President  
Danielle Reich, Secretary

John Bailey, Vice President  
Charles Turner, Director  
Scott Wahl, Director

Kay Soots, Treasurer  
Richard Turner, Director

A special thanks to Kay Soots for completion of 3 years of service on the board. This dedication to the Association for the past 3 years is a testament that good people can make a difference.

Thank you, Kay!

**2023 Committee Chair Announcements.** The newly formed board has agreed to form the following committees for the next year, as well as assign Board of Directors to chair the committees:

- Violations Committee: John Bailey / Charles Turner
- Activity Committee: Kay Soots / Danielle Reich
- Technology Committee: Richard Turner
- Common Ground / Clubhouse Committee: Scott Wahl

Your voice and participation do matter and can make a difference. We currently have a short list of members who are serving on these committees. We are always looking for more help. We encourage any members or associate members that would like to help on a committee to contact the office. To serve on any one of these committees, all we ask is that you have a positive outlook for the Association and want to help contribute to bringing about positive change for all members and our Association.

## **Activities Committee Announcement of confirmed events:**

**Association Holiday Decorating – November 26<sup>th</sup>, 2022, 2pm.** We plan to put up holiday decorations at the Clubhouse and main entrance. We will meet at the clubhouse at 2pm, be providing cocoa, coffee, and cookies while we hand out assignments. Anybody is welcome to come and help!

**Children’s Christmas Party - December 18<sup>th</sup>, 2022, 2pm-4pm at the clubhouse.** This party is open to all kids, up to the age of 17, that reside in Stardust Hills. Food, refreshments, and candy will be provided as well as each child will be receiving a gift. Santa has confirmed that he and Mrs. Claus will be at the party! **Please register using the registration form with this newsletter or directly at the clubhouse office by December 2<sup>nd</sup>, 2022, 3pm.**

**New website launch January 1<sup>st</sup>, 2023 (planned). Happy New Year!** On January 1<sup>st</sup>, 2023, we are so excited to announce that we will be launching the new website. On January 1<sup>st</sup>, you can check out the site at **stardusthills.org**

Here are some website functionalities we are working on:

- View / Print Covenants, Bylaws, and Rules / Regulations
- Online Forms Library: View / Print Clubhouse Rental Request form, Architectural Change request form, Violations complaint form, and the standardized Payment Plan Form
- Communications: Newsletters and monthly meetings.
- Making dues payments online (hope to have available by early Spring 2023)
- Calendar of Events
- Contact the Board of Directors and Office Administrator
- Association photo gallery
- Member Comment / Feedback section

When visiting the site for the first time, you should be prompted to register your name, lot# and email to be notified electronically when communications are added to the site.

**Easter Egg Hunt – April 8<sup>th</sup>, 2023, 2pm-4pm at the clubhouse.**

**Pool Opening Cookout – May 27<sup>th</sup>, May 28<sup>th</sup>, and May 29<sup>th</sup>, 2023, Noon-2pm**

**FIRST EVER – Fall Bonfire Halloween Event - October 2023 (planned) date / time will be announced once finalized.** We will be handing out candy in the clubhouse parking lot to trick / treaters and hosting a bonfire with weenie roast and smores.

**Children’s Christmas Party - December 2023 (planned) date / time will be announced once finalized.**

## **2023 Planned and Tentative Projects.**

Here is a list of projects being somewhat planned and considered for 2023:

**Member Thanksgiving Dinner – November 2023 (being considered).** The Board of Directors will be hosting a Thanksgiving Dinner for our Members that are in good standing. We are looking at offering dine-in at the clubhouse, delivery service to Members unable to get out and takeout for Members wishing to eat at home.

**Implementing an Association membership card system (planned)**

**Stardust Road Waterway Repair (being considered)**

**Removing of the 50-year-old boiler system in the clubhouse (planned)**

**Clubhouse house remodel to include some paint and flooring (planned)**

**Mercury Lake Dam renovation / upkeep (being considered)**

**Memorial Park at Moon Lake (being considered)**

**Fishing piers at a couple of our larger lakes (being considered)**

**Electronic clubhouse entry system (being considered)**

**Full Association Attorney review of our 50-year-old Rules, Regulations and Bylaws.**

## **Important Updates / Notifications**

**Association Dues Collection Policy.** In the past, Dues collections have not been consistent as the Bylaws stipulate. These inconsistencies create impossible tracking and processing situations as well as potential issues impacting fairness with all Members. Going forward, if dues are not paid in full by April 1<sup>st</sup>, you should expect full enforcement, per the Bylaws, including being declared as “not in good standing” with the Association. A “not in good standing” member will lose all access to clubhouse usage, common ground usage and events until all past dues are paid off. Furthermore, there will be no longer be late fees waived. The only approved payment plan is the one mentioned in this Newsletter and must be submitted on time per the Bylaws. Any members dues not paid in full by August 1<sup>st</sup> of each year will be considered seriously delinquent and will be forward to the Association attorney with recommendations for further legal action which may include small claims judgements, liens, garnishments, etc. **Please find a copy of the Association Dues Collection Policy with this newsletter.**

## **Important Updates / Notifications (continued)**

**Board Approved Payment Plan effective January 1<sup>st</sup>, 2023.** The Board of Directors has reviewed the Bylaws. In accordance with the Bylaws, the Board has approved a new standardized payment plan to go into effect January 1<sup>st</sup>, 2023, for all Members. If you are unable to pay your dues by April 1<sup>st</sup>, this payment plan will be the only plan that will be accepted and approved going forward. This standardized payment plan ensures the Association is being fair and consistent with ALL members. **Please find a copy with this newsletter.**

**Board Approved Clubhouse Rental Form effective January 1<sup>st</sup>, 2023.** The Board of Directors have approved changes with rental fees and a new clubhouse rental form. **Please find a copy with this newsletter.**

**2023 Budget Review / Approval.** At the **November 7<sup>th</sup>** monthly meeting, we will begin reviewing proposals for the 2023 budget.

At the **December 5<sup>th</sup>** meeting, we will do a final review and look to pass the 2023 budget.

**January 2023 Newsletter.** Beginning in January 2023, any newsletters created will be available online at our new website. The plan is to have an updated online newsletter on going forward. This online newsletter will provide a cost savings of at least \$500 per newsletter (not including the 40-50 work hours that the Board of Directors can eliminate).

**Thank you for being a part of something great!**

**See you at the next meeting!**

# Board of Directors Approved Member Payment Plan for Annual Dues

Effective January 1<sup>st</sup>, 2023

## Per the Association Bylaws:

- Annual Membership dues must be paid by April 1<sup>st</sup> of each year.
- Member's unable to pay the annual dues by April 1<sup>st</sup>, may request the board to approve a payment plan
- Payment Plan request **MUST** be made by April 1<sup>st</sup>
- Member's **MUST** pay their first payment towards the plan when submitting the request.

The Board of Directors has approved the following payment plan for all members not able to pay by April 1<sup>st</sup> as required.

The Board of Directors WILL NOT approve any other payment plans other than this plan as outlined.

The Board of Directors WILL NOT modify the approved payment plan as it is written. This Payment Plan form must be used to submit a request.

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## Board of Directors Approved

### Member Payment Plan Arrangement for Annual Dues

I, \_\_\_\_\_, located at \_\_\_\_\_, understand that my Association dues are due on April 1<sup>st</sup> of each year and agree to the following:

- I must make this payment plan request by April 1<sup>st</sup> of each year.
- I am requesting the Board of Directors to agree to this payment plan request and accept \$55 with this request, as my first of four monthly payments towards this plan.
- I agree to continue to pay \$55 over 3 additional, consecutive monthly payments. I understand that I will not be assessed late fees if my additional, consecutive 3 payments of \$55 are made on time and as agreed.
- I understand there is no grace period. My agreed payments will be made by the first of each month per the payment plan schedule.

If the 1<sup>st</sup> of the month falls on a date where the office is not open. The payment must be made on the next business day the office is open.

\_\_\_\_\_ (Member initial here)

## Payment Plan Schedule:

\_\_\_\_\_ (Member initial here)

April 1<sup>st</sup> - \$55 (first payment due with signed payment plan agreement request)

May 1<sup>st</sup> - \$55 (second payment due)

June 1<sup>st</sup> - \$55 (third payment due)

July 1<sup>st</sup> - \$55 (final payment)

## Payment Plan Default

- If I fail to make any payments by the scheduled dates outline on the payment schedule, I understand that I will be in default of the payment plan, and my approved payment plan arrangement will be immediately voided.
- If my payment plan is voided, I will be immediately declared as a “not in good standing’ member by the Association resulting in my Association privileges being suspended. I understand that I will be immediately assessed late fees per the Bylaws and any outstanding balance will be due in full within 60 days of payment plan being voided.
- If I fail to pay the outstanding balance in full within 60 days of a voided payment plan, the Association **WILL** take further legal action, where I will be responsible for all costs and fees, including attorney fee, filing fees, lien fees, etc. per the Association Bylaws to collect the outstanding balance.

Member Name Print Name: \_\_\_\_\_

Member Signature: \_\_\_\_\_ Dated \_\_\_\_\_

Witnessed by: \_\_\_\_\_ Title: \_\_\_\_\_



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## 6-Hour Clubhouse Rental and Deposit Agreement

Scheduling is handled on a first come, first serve basis. Reservations are confirmed upon receipt of the clubhouse rental fee, security / cleaning deposit, inspection fee and a signed rental agreement. To receive the Association 'Member' rental rate, the clubhouse renter must be verified as a Member in good standing and show membership proof w/gvmt id or utility bill.

<b>6-Hour Rental Rate: \$200 (Non-Member) / \$100 (Member)</b> (Fill in applicable rate)	\$ _____
<b>Security / Cleaning Deposit:</b>	\$ 100
<b>Inspection Fee (non-refundable):</b>	\$ 25
<b>Total to reserve the clubhouse:</b>	\$ _____

Renter Information – Please Print:

Requested date / timeframe of rental \_\_\_\_\_

Renter's Name \_\_\_\_\_

Renter's Address \_\_\_\_\_

Cell Phone # \_\_\_\_\_

Email Address \_\_\_\_\_

### Reasons for immediate forfeiture of security / cleaning deposit:

- If the Police are called for any type of disturbance or criminal activity by renter or their guests.
- Not returning the clubhouse rental key within 24 hours of clubhouse rental.
- Not removing directional signage prior to turning in clubhouse key.
- Propping doors open when not immediately loading / unloading or opening windows.
- Having guests attend that are Associations members that are not in good standing.

## Clubhouse Rental Rules:

1. The clubhouse must be vacated by 11pm (unless given prior approval).
2. Maximum occupancy is 100 guests.
3. Pool access is not included with the clubhouse rental.
4. Reservation of the clubhouse CANNOT be transferred to another person.
5. Vehicles are not to be parked in the grass.
6. NO alcoholic beverages, illegal drugs, fireworks, or firearms are allowed in or around the clubhouse.
7. Decorations are allowed on tables only. No tape or pushpins are to be used on the walls, ceilings, ceiling fans or light fixtures. If you are decorating, this must be done during the 6-hour rental period, not before.
8. NO SMOKING in the building or within 8 feet of any entrance.
9. Clubhouse is not to be used for commercial purposes.
10. Keep doors and windows closed to maintain climate controls.
11. All guests of rental events, if members of the Association, must be in good standing.

## Cleaning Responsibilities:

1. Return all tables and chairs to their original location or you will be charged ½ hour cleaning rate (See attached diagram).
2. All trash must be removed from the clubhouse and placed in the parking lot dumpster.
3. Clean any windows that were soiled.
4. Wash all tables, countertops, sinks and appliances that were used.
5. Return all cleaned utensils, appliances, cleaning supplies etc. to their proper location.
6. Clean up any spills and vacuum all areas that were used.
7. Mop tile floors if needed. Empty and clean mop & bucket.
8. Make sure all toilets have been flushed.
9. All lights turned off (including restrooms) and doors locked (including deadbolts).
10. Non-compliance with cleaning responsibilities will result in a \$40 per hour cleaning charge that will be deducted from the security / cleaning deposit.

Note: The clubhouse will be inspected within 24 hours of the conclusion of the rental. Refunded deposits will be issued within 10 days after the clubhouse key is returned. Clubhouse renters will be responsible for any damages or required cleaning. Deposit may be reduced or forfeited due to non-compliance with agreement.

By signing, I acknowledge that I have read and agree to all Clubhouse Rental Rules, Reasons for immediate forfeiture of security / cleaning deposit and Cleaning Responsibilities.

Clubhouse Renter Signature \_\_\_\_\_ Dated: \_\_\_\_\_

## **Stardust Hills Owners Association Dues Collection Policy**

The purpose of this policy is to not change anything with the Covenants, Rules and Restrictions and Bylaws in any way but to enforce them, as written, and provide a strict guideline for the Board of Directors and Association office personnel, now and going forward, to execute collections practices that are fair and consistent for all members regarding annual dues, fines or any money owed to the Association by its Members.

### **Annual Dues:**

**In accordance with the Association Bylaws, Association Annual dues are required to be paid in full by April 1<sup>st</sup> each year. Late fees of \$2 per day will be effective April 11<sup>th</sup> and continue assessing each day until 60 days is reached, for a maximum late assessment of \$120. Any late fee assessments will not be waived and must be paid if assessed.**

**Effective January 1<sup>st</sup>, 2023**, The Association Board of Directors will be responsible to implement and execute a fair and consistent collection practices with its members by doing the following:

- No later than January 31<sup>st</sup> of each year, every member will be mailed an Annual Statement that will reflect any past due amounts, the dues charges for the upcoming April 1<sup>st</sup> due date and will notate that if the dues are not paid in full by April 1<sup>st</sup> that the Member will be declared 'not in good' standing with the Association anytime the dues Assessment are not paid by April 1<sup>st</sup> of each year. A 'not in good' standing declaration means the Member will lose access and privileges to Association common ground, lakes, clubhouse, pool, and events, etc. Once all past due amounts are paid in full, the member will be immediately place back in 'good' standing.
- No later than April 5<sup>th</sup> of each year, the Association will mail a Past Due Statement with a notation of how late fees will be assessed beginning April 10<sup>th</sup> and a reminder that they are 'not in good' standing.
- No later than June 15<sup>th</sup> of each year, the Association will mail a Final Demand Notice with a notation that the Member will have 30 days to pay all past due money owed to the Association including any late assessments.
- No later than July 31<sup>st</sup> of each year, the Association will forward all past due accounts to the Association attorney for further collections. At which point, the Member will then be responsible for Attorney fees, lien fees, filing fees, collection fees, etc. until the amount owed is paid in full.

### **Payment Plan:**

The Board of Directors, with this policy, is also implementing a standardized payment plan, for members unable to pay the dues assessment in full by April 1<sup>st</sup> each year. Per the Bylaws, the Member must request the payment plan by April 1<sup>st</sup> and make their first payment due at that time to be considered 'approved' and make all payments on time as agreed. See Board of Directors Approved Payment Plan for Annual Dues for more details.

This Stardust Hills Collections Policy will be distributed to all Association Members by mail in October 2022 and with the January 2023 Statement mailing as well as be included with the Stardust Hills Owners Association Manual when updated.

**Agreed to and approved for implementation by the Board of Directors on October 3<sup>rd</sup>, 2022.**