

Report of CMHOA Board for 2017

Annual Meeting – January 9, 2018

Vice President's Report

In 2017, the Crenshaw Manor HOA Board operated with 4 volunteers holding 6 positions, with 3 volunteers being new HOA Board members. The ACC operated with 3 volunteers. The Board held three meetings in addition to the upcoming Annual Meeting on January 9th, 2018.

The Board's primary work this year focused on revising and consolidating the Crenshaw Manor covenants. This task was undertaken by the previous Board and carried over into this year. The Board was diligent in reviewing all drafts thoroughly and addressed many issues in the previous versions of the covenants to insure the best interest of the neighborhood and all residents.

It has been my pleasure to serve as Vice President of the Board in 2017, and I appreciate the time, effort, and support of the other volunteer Board members, as well as the Architectural Control Committee, as it has been a full year of work and their contributions have been immense.

Thank you also to Rik Rasmussen for managing our website and the neighborhood Yahoo Group. Also, thank you to all those sharing their time and opinions. We look forward to increased neighborhood participation and dialogue in 2018!

The board is seeking volunteers for 3 positions this year; President, Treasurer, and Secretary & Communications Chair. We will be accepting and confirming nominations at the annual meeting on January 9th, 2018. The current members and volunteer roles are listed at the end of this letter.

Communications Report

In 2017, the Secretary & Communications Chair produced the minutes for the board meetings on March 28, June 20 and December 4. These minutes were submitted for Board approval and then sent to be posted on the Crenshaw Manor HOA website.

A new email address was established early in the year for the neighborhood and external audiences to use for communications with the Board, crenshawmanorhoa@gmail.com. This account also allows all Board correspondence and documents to be consolidated to one location.

Membership Report

The Membership Chair welcomed nine new neighbors to Crenshaw Manor in 2017. Total expenses for welcome gifts were \$443. New neighbors who were welcomed reside at 956, 960, 996, and 1034 Jones Wynd and 1508, 1520, 1539, 1466, and 1570 Crenshaw Point.

CMHOA sponsored the annual neighborhood yard sale on May 19 and 20. Again this year, the HOA collaborated with the Crenshaw Hall neighborhood on the date of the yard sale resulting in increased food traffic from shoppers.

A draft of our neighborhood directory is being updated and will be distributed after the New Year.

Architectural Control Committee Report

ACC committee Jason Black, George Aux, Phil Clawson

Crenshaw Manor saw continued improvement in 2017, including trimming of all trees at our entrance, on both islands of Crenshaw Point, as well as along the greenway on Crenshaw Point. Two trees were removed and replaced from the upper Crenshaw Point island. Several electrical issues were corrected at the entrance that were negatively impacting not only the irrigation system but the holiday lighting as well. Two dead shrubs (Laurels) one on each side, behind the brick walls were removed and replaced. Landscape maintenance frequency was increased on the two islands as well as the Clatter Avenue cut-through to help keep those areas looking as good as the front entrance.

Over the course of the year, the following ACC applications were acted upon/approved:

Tree removal(s) - 15

New roof - 9

New fence - 2

New shed - 1

Existing shed expansion - 1

One roofing application was denied when it was found the proposed shingles did not meet the requirements of our covenants. Working with the homeowner, another shingle that did meet our requirements was found and agreed upon.

Treasurer's Report

The attached 2017 Analysis is in draft form as it being distributed prior to December 31. The following checks are still outstanding and the *12/31/2017 Actual* numbers will be adjusted if any of the following checks are cleared by 12/31/17:

Neighbor gifts - \$283

Professional fees - \$342

Landscape improvements - \$588

Printing - \$152

If these checks are carried forward to 2018, the 2018 budget projections allow for these amounts.

The CMHOA saving account balance is currently \$12,006.

Respectfully submitted,

Cole McCook, Board Vice President

Teresa Black, Treasurer

Meredith McCook, Secretary and Communications Chair

Patti Trainor, Membership Chair

Jason Black, ACC Chair

Proposed 2017 Slate of CMHOA Officers

President – volunteer needed

Vice President – Cole McCook, 941 Jones Wynd

Secretary/Communications – volunteer needed

Membership – Patti Trainor, 1559 Crenshaw Point

Treasurer – volunteer needed

ACC Chair – Jason Black, 1021 Jones Wynd

ACC Member – George Aux, 1529 Crenshaw Point

ACC Member – Phil Clawson, 1010 Jones Wynd

**2017 Revenue & Expense Analysis, Draft
and 2018 Proposed Budget
as of December 31, 2017**

Revenue	12/31/2017 Actual	2017 Budget	Variance (Over) / Under Budget	2018 Budget
Carry forward from prior year	\$ 7,891	\$ 7,891	\$ 0	\$ 2,550
Member payments received 2017	\$ 18,629	\$ 18,292	\$ 337	\$ 17,856
Interest - Delinquent Dues	\$ 529	\$ -	\$ 529	\$ -
Total Revenue	\$ 27,049	\$ 26,183	\$ 866	\$ 20,406
Expenses				
Utilities (water & electric)	\$ 1,159	\$ 1,100	\$ (59)	\$ 1,000
Insurance	\$ 1,001	\$ 1,020	\$ 19	\$ 1,010
Landscape Maintenance	\$ 6,640	\$ 8,000	\$ 1,360	\$ 7,000
Meeting Expenses	\$ 50	\$ 120	\$ 70	\$ 100
Professional Fees	\$ 10,755	\$ 5,000	\$ (5,755)	\$ 5,000
Neighbor Gifts	\$ 160	\$ 400	\$ 240	\$ 600
Yard Sale	\$ -	\$ 70	\$ 70	\$ 70
Directory/Office Expense/Postage/Printing	\$ 10	\$ 500	\$ 490	\$ 500
PO Box Renewal	\$ 38	\$ 80	\$ 42	\$ 80
Website/Email Group costs	\$ -	\$ -	\$ -	\$ -
Membership Committee (Not otherwise designated)	\$ -	\$ -	\$ -	\$ 100
Bank Fees	\$ -	\$ -	\$ -	\$ -
Neighborhood Improvements:				
Entrance Design Work	\$ -	\$ -	\$ -	\$ -
Landscape Improvements	\$ 2,686	\$ 5,300	\$ 2,614	\$ 4,000
Book Exchange Box	\$ -	\$ 500	\$ 500	\$ 500
Total Expenses	\$ 22,499	\$ 22,090	\$ (409)	\$ 19,960
Transfer to reserves fund	\$ 2,000	\$ 2,000		
Cash Balance, end of the year	\$ 2,550	\$ 2,325	\$ 457	\$ 446