

Cherokee Shore Owners Association

Monthly BOD and General Meeting

September 14, 2024

In attendance

Directors

Robert Burroughs – Special Projects

Johnny Warren – Roads

Mike Sims – Parks and Pools

Director John Carroll – Sanitation, participated by phone.

Director Mark Lancaster – Financial, excused absence

Officers

Karen Sanders – President

Board of Directors Meeting

President Sanders called the meeting to order at 9:04am

President Sanders read the Meeting Norms.

President Sanders made the motion to accept the August monthly meeting minutes

Director Burroughs - yes

Director Carroll – (participated by phone)

Director Sims - yes

Director Warren - second

The motion to accept the August monthly meeting minutes passed.

President Sanders made the motion to accept August Special Meeting minutes.

Director Burroughs - yes

Director Carroll – (participated by phone)

Director Sims - second

Director Warren - yes

The motion to accept the August Special Meeting minutes passed.

President Sanders discussed the expense items of “software” on the August Financial report. President Sanders discussed that she had a meeting with the accountant on Sept. 12, and that the association has been paying \$500 a month for the desktop version of Quick Books, and \$200 a month for the online version. The accountant reported that we have been using the online version for over 18 months, and that the desktop is the one containing all of the history.

The board discussed purchasing a software/program that will allow us to backup our history.

President Sanders made the motion to accept the August Financial Report.

Director Burroughs - yes

Director Carroll – (participated by phone)

Director Sims - second

Director Warren - yes

The motion to accept the August Financial Report passed.

President Sanders discussed with the board the idea of creating a Community Facebook. They discussed the pros and cons. President Sanders stated that it would be used as an additional platform for getting information out.

President Sanders made the motion for the creation of a Community Facebook.

Director Burroughs - yes

Director Carroll – yes

Director Sims - second

Director Warren - yes

President Sanders discussed that she is working with someone for a new community logo. She is awaiting three designs/choices, and then she would present them to the board.

President Sanders discussed the possibility of searching for a new internet provider for the office, due to the extremely low speeds, and the unreliability of Brightspeed. She also stated we are being debited each month for approximately \$200, that we have been unable to obtain a statement for. Director Burroughs stated that these should not be issues of a "Business Account". The board collaborated on other possibilities of a consistent and reliable connection/source.

Sharon Milner reported for ARC that 21 violations had gone out; 4, were returned, and 7, were cleaning up as a result of receiving the violation.

Director Carroll reported that they are checking current passes, and there is a lot more trash due to new and more people in the community.

Director Sims is working on getting bids for dock/retaining wall repairs.

Director Warren reported that the rear end seal was out and needed to be replaced on the Mahindra. He stated that the location in Kerens is permanently closed, and the closest facility is Terrell. He also reported that the John Deere was repaired, but now has a flat.

Director Burroughs stated there was nothing for Special Projects.

President Sanders adjourned the meeting for Executive Session
Meeting Adjourned at 9:53am.

Executive session called to order at 9:54am.

President Sanders discussed with the board the current wages of the office staff, and the business/management tasks that are being carried out.

Director Burroughs - yes

Director Carroll - made the motion for the office staff to receive an increase in wages.

Director Sims - yes

Director Warren – second

The motion for the office staff to receive an increase in wages passed unanimously.

President Sanders adjourned the meeting at 9:59am.

General Meeting

President Sanders called the meeting to order at 11:04am

President Sanders read the Meeting Norms.

Review of August financial report; member Jeannie Wilson asked about postage expense for the month of August. President Sanders stated that it was purchased in prior months. Ms. Wilson requested exact charges, and President Sanders stated she would get those to her.

President Sanders read the written formal charge of misconduct for removal of Director Robert Burroughs

President Sanders asked Director Robert Burroughs if he would like to address the members.

Following Director Burroughs statements to the community members, President Sanders addressed the members stating that she had been in consistent conversations via email, text, and phone calls with the association attorney, and that he had reviewed everything the association has received, everything that had been sent out, and that he had advised the board how to proceed with this action.

Meeting moved to a vote of the members in attendance

Voting Results:

Total count of ballots submitted 32

16 voted yes for removal

7 voted no for removal

9 ineligible (more than 1 voted per property; property not in voters name; back dues owed)

President Sanders announced that according to the results of the vote, Director Robert Burroughs was removed from the Board of Directors.

Meeting adjourned at 11:01

Cherokee Shores Owners Association
Roads Report for September

Date	Road	Work Completed
9/17	Dakota	Box blade
9/18	Dakota	Raked
	Shawnee Circle	Raked
	Zuni Rd.	Raked
9/19	Dakota	Raked
	Shawnee Circle	Raked
9/21	Dakota	Raked
9/22	Shawnee Circle	Box blade
9/23	Dakota	Box blade
	Shawnee Circle	Box blade
9/24	Dakota	Box blade
	Kiowa	Box blade
9/26	Dakota	Box blade
9/27	Dakota	Box blade
9/28	Tree removal on Chicota St.	
	Dakota	Box blade
	Shawnee Circle	Box blade
9/29	Dakota	Box blade

CHEROKEE SHORES OWNERS ASSOCIATION
Financial Statement
September 2024

	Total			
	Sep 2024	Apr - Sep, 2024 (YTD)	Apr - Sep, 2023 (PY YTD)	% of Income
Income				
4203 Recycling Income	0.00	94.80	382.80	0.00%
Annual Road Assessment	6,411.11	97,383.77	61,644.40	20.29%
Deed Restriction Fees	1,000.00	1,700.00	1,284.95	3.16%
Keys Income	30.00	530.00	278.00	0.09%
Late Charge	3,621.10	21,835.35	19,404.70	11.46%
Total Lot Assessments	\$ 19,141.36	\$ 183,198.93	\$ 175,677.81	60.57%
Mail Pass Fee Income	0.00	10.00	4.00	0.00%
Mowing Income	0.00	75.00	0.00	0.00%
Passes	5.00	20.00	0.00	0.02%
Pass Replacement Income	5.00	45.00	60.00	0.02%
Permit Fee	292.72	2,208.00	4,918.68	0.93%
Pool Rental Fees	0.00	125.00	0.00	0.00%
Processing fee	25.00	889.30	405.00	0.08%
Road Improvement Fund	0.00	15.00	0.00	0.00%
Title Transfer and Resale	1,200.00	8,298.91	7,722.75	3.80%
Unapplied Cash Payment Income	-128.00	-2,421.64	-5,251.97	-0.41%
Total Income	\$ 31,603.29	\$ 314,007.42	\$ 266,531.12	100.00%
Gross Profit	\$ 31,603.29	\$ 314,007.42	\$ 266,531.12	100.00%
Expenses				
Admin Dept.-Dues Credit	1,745.69	1,745.69	0.00	5.52%
Administrative Expenses				
Accounting Fees	200.00	1,201.87	1,653.74	0.63%
Attorney Fees	0.00	0.00	6,000.00	0.00%
Bank Charges	15.87	93.87	50.18	0.05%
Bond Insurance	0.00	20,343.10	0.00	0.00%
Cleaning	200.00	1,100.00	1,250.00	0.63%
Payroll Tax	17.20	94.60	106.01	0.05%
Total Cleaning	\$ 217.20	\$ 1,194.60	\$ 1,356.01	0.69%
Election Espenses	0.00	200.00	0.00	0.00%
Electric	603.08	3,827.46	2,289.24	1.91%
Finance charges	0.00	24.57	0.00	0.00%
Internet	68.98	542.15	434.16	0.22%
Liability Insurance	0.00	0.00	19,166.00	0.00%
Mileage	0.00	142.71	0.00	0.00%
Office Expense	378.15	5,657.90	2,286.67	1.20%
Other Expenses		0.00		0.00%

P. O. Box Rental	0.00	0.00	166.00	0.00%
Payroll Fees		0.00		0.00%
Postage	187.22	5,873.16	2,084.46	0.59%
Professional Fees	0.00	0.00	1,150.00	0.00%
Property and Liability Insurance	0.00	11,085.00	10,764.00	0.00%
Property Taxes	0.00	866.68	40.00	0.00%
Security	0.00	250.00	900.00	0.00%
Software	867.08	4,671.94	3,216.48	2.74%
Telephone	202.72	1,075.61	1,181.19	0.64%
Title Records Fees	0.00	0.00	64.02	0.00%
Water	131.90	1,338.94	1,227.91	0.42%
Website Maintenance	60.00	1,620.50	990.74	0.19%
Total Administrative Expenses	\$ 2,932.20	\$ 60,010.06	\$ 55,020.80	9.28%
Architectural Dept.				
ARC Supplies	487.12	824.72	0.00	1.54%
Office Expense	0.00	115.73	0.00	0.00%
Total Architectural Dept.	\$ 487.12	\$ 940.45	\$ 0.00	1.54%
Bad Debts	-69.28	-338.57	-19.28	-0.22%
Collection Fees	265.20	4,797.07		0.84%
Keys Made	0.00	21.65	1,090.69	0.00%
Lawn Maintenance	0.00	0.00	434.00	0.00%
Merchant deposit fees	0.00	0.00	0.00	0.00%
Credit Card Processing Fee	546.12	4,630.71	3,244.85	1.73%
Total Merchant deposit fees	\$ 546.12	\$ 4,630.71	\$ 3,244.85	1.73%
Office Dept.				
Admin Payroll Exense	3,179.57	14,390.65	14,276.52	10.06%
Admin Payroll Taxes	261.68	1,225.60	868.40	0.83%
Total Office Dept.	\$ 3,441.25	\$ 15,616.25	\$ 15,144.92	10.89%
Parks and Pools Dept.				
Contract Labor	460.00	1,656.87	2,715.00	1.46%
Equipment Rental	0.00	0.00	74.04	0.00%
Equipment Repair	100.00	100.00	0.00	0.32%
Parks and Pools Dept. Payroll	1,422.00	6,155.15	3,710.59	4.50%
Payroll Taxes	108.78	497.33	273.23	0.34%
Supplies	699.91	4,204.72	3,904.81	2.21%
Utilities	1,190.43	2,510.83	930.73	3.77%
Total Parks and Pools Dept.	\$ 3,981.12	\$ 15,124.90	\$ 11,608.40	12.60%
Roads Dept.				
Fuel	49.00	49.00	838.00	0.16%
Maintenance	0.00	1,762.71	56.15	0.00%
Office	55.31	882.15	0.00	0.18%
Road Material	0.00	10,611.79	2,862.59	0.00%
Roads Dept. Payroll	1,312.00	10,941.60	0.00	4.15%
Roads Dept. Payroll Taxes	112.39	945.35	0.00	0.36%
Supplies	10.03	657.26	364.12	0.03%

Total Roads Dept.	\$	1,538.73	\$	25,849.86	\$	4,120.86	4.87%
Sanitation Dept							
Contract Labor		75.00		3,539.00		0.00	0.24%
Payroll Taxes		160.66		588.85		694.97	0.51%
Sanitation Dept Payroll		1,963.00		7,295.00		8,459.50	6.21%
Supplies		0.00		18.20		0.00	0.00%
Trash Compactors		2,920.04		21,987.21		40,615.57	9.24%
Utilities							
Electric		170.00		1,047.00		1,022.00	0.54%
Water		40.00		447.46		920.06	0.13%
Total Utilities	\$	210.00	\$	1,494.46	\$	1,942.06	0.66%
Total Sanitation Dept	\$	5,328.70	\$	34,922.72	\$	51,712.10	16.86%
Taxes paid - sales		61.38		306.96		0.00	0.19%
Unapplied Cash Bill Payment Expense		0.00		-23.80		0.00	0.00%
Total Expenses	\$	20,258.23	\$	163,603.95	\$	142,357.34	64.10%
Net Operating Income	\$	11,345.06	\$	150,403.47	\$	124,173.78	35.90%
Other Income							
Interest Income		35.77		70.38		69.04	0.11%
Late Fee Income		626.14		796.14		-50.19	1.98%
Total Other Income	\$	661.91	\$	866.52	\$	18.85	2.09%
Other Expenses							
Carlton Collection Fees							
Legal Recovery		0.00		549.62		-970.55	0.00%
Total Carlton Collection Fees	\$	0.00	\$	549.62	-\$	970.55	0.00%
Interest Paid		0.00		0.00		64.46	0.00%
Total Other Expenses	\$	0.00	\$	549.62	-\$	906.09	0.00%
Net Other Income	\$	661.91	\$	316.90	\$	924.94	2.09%
Net Income	\$	12,006.97	\$	150,720.37	\$	125,098.72	37.99%