

**Cherokee Shore Owners Association**

**Monthly BOD and General Meeting**

**December 14, 2024**

**In attendance**

**Directors**

Director John Carroll – Sanitation

Mike Sims – Parks and Pools

Johnny Warren – Roads

Excused absence

Director Mark Lancaster – Financial

**Officers**

Karen Sanders – President

Ashley Chambers-Sec/Treasurer

**Board of Directors Meeting**

Call to order @ 9am

Read Meeting Norms – the board waived the reading of the posted meeting norms

Review/accept November Meeting minutes

President Sanders made the motion to accept November Meeting minutes.

Director Carroll - yes

Director Sims – second

Director Warren – yes

The motion to accept November Meeting minutes passed unanimously.

Review/accept November Financial report

President Sanders made the motion to accept November Financial Report.

Director Carroll - second

Director Sims – yes

Director Warren – yes

The motion to accept November Financial Report passed unanimously.

Sanitation – Director Carroll discussed the ongoing collection of more garbage. He stated that they are working on cleaning in and around the yard. There was discussion of where garbage should go from the Parks & Pools, and that is being picked up by roads. The board discussed that in the past, there was an open top in the maintenance yard that was used for this purpose. It was agreed that an open top would be contracted for the maintenance yard.

Parks & Pool – Director Sims reported that 344 tires were properly disposed of for a total price of \$1,303.33. He also reported that all the required vendor paperwork for the dock/pier replacement, has been completed. TRWD has approved the application, and work will begin next week

President Sanders discussed Scott Daniels/Love's Outreach request/need of (2) trash cans, and new/repair of picnic table. Director Warren donated (2) plastic barrel trash cans, and Bully Martinez donated the wood for the repair of the picnic table.

Roads – Director Warren reported that map on the association owned roads has not yet been completed.

Special Projects – President Sanders made the suggestion for the office and compactor to be closed New Year's Day. The board was in agreement. President Sanders asked for suggestions for upcoming community events. Member Victoria Smith suggested an Easter Egg Hunt, and Michelle Warren suggested a Vendor Event. The board reviewed the calendar, and decided on April 19<sup>th</sup> for the Easter Egg Hunt, and May 10<sup>th</sup> for the Vendor Event. Further discussion/planning will take place after the first of the year.

Financials – Secretary/Treasurer Mrs. Chambers discussed questions posed to the accountant, and the general responses received. She discussed her lack of access/view only of Quick Books. It was discussed that the accountant should not be the owner/sole access to the association owned Quick Books. President Sanders discussed that Mrs. Chambers has the same credentials as the accountant, and should have the access/capability to run our P&L, summary, and any other reports deemed necessary. The board expressed their concern of the accountant's sole control, and agreed that the association should have authorization to the account as well. President Sanders stated she would email a request to the accountant.

Adjourn @ 10:07

### **General Meeting**

Call to order @ 10:20

Read Meeting Norms

Review November financial report – Secretary/Treasurer Mrs. Chambers reviewed the November Financial Report with the members. There were no questions.

Address from Love's Outreach - Scott Daniels reported that Thanksgiving Day they served 200 Cherokee Shores residents. He reported that they had 88 applications for the Angel Tree, where each child was asked for 1 clothing item, and 1 toy. They also fed families a Christmas Dinner during the December LO. He thanked the association for the donation, and expressed how much it helped them to assist and serve these families.

Sanitation – Director Carroll reported that more trash is being collected. He also reported that the compactor opened a little late the day after Thanksgiving due to the attendant being out.

Parks & Pool – Director Sims reported the group effort of the disposal of the 344 tires that had accumulated in the maintenance yard. He also reported the TRWD permit approval, and the closure of Dock #1 next week.

Roads – Director Warren is currently conducting an assessment on all community owned roads.

Special Projects – President Sanders reported that the community will have an Easter Egg Hunt, and a Vendor Event coming in Spring.

Members:

Teresa Schmieg asked if there were any plans for the Basket Ball/Tennis Courts. The board discussed that we are looking into the possibility of grants for the parks.

Director Warren made a suggestion to the community to "bring a friend" to the next meeting.

Adjourn @ 11:02

# CHEROKEE SHORES OWNERS ASSOCIATION

## Financials

December 2024

	Total				% of Income
	Dec 2024	Dec 2023 (PY)	Apr - Dec, 2024 (YTD)	Apr - Dec, 2023 (PY YTD)	
<b>Income</b>					
4203 Recycling Income	0.00	1,457.70	0.00	1,457.70	0.00%
Annual Road Assessment	5,981.36	9,042.78	117,015.42	79,444.45	26.47%
Booth Rental for Fall Festival	0.00	0.00	155.00	0.00	0.00%
Deed Restriction Fees	0.00	0.00	1,700.00	1,884.95	0.00%
Donation Income	0.00	110.00	0.00	110.00	0.00%
Keys Income	0.00	509.00	594.00	802.00	0.00%
Late Charge	4,639.17	1,809.68	35,467.84	25,808.55	20.53%
Lot Assessments	15,698.43	7,056.63	226,984.33	214,389.73	69.48%
Write-off	-5,282.35	-14,075.24	-15,697.57	-3,472.45	-23.38%
4999 Uncategorized Income	0.00	683.83	2,744.20	-25,422.54	0.00%
<b>Total Write-off</b>	<b>-\$ 5,282.35</b>	<b>-\$ 13,391.41</b>	<b>-\$ 12,953.37</b>	<b>-\$ 28,894.99</b>	<b>-23.38%</b>
<b>Total Lot Assessments</b>	<b>\$ 10,416.08</b>	<b>-\$ 6,334.78</b>	<b>\$ 214,030.96</b>	<b>\$ 185,494.74</b>	<b>46.10%</b>
Mail Pass Fee Income	0.00	34.00	10.00	38.00	0.00%
Map Income	0.00	5.00	0.00	5.00	0.00%
Mowing Income	0.00	0.00	75.00	0.00	0.00%
Parks Fund	0.00	0.00	25.00	0.00	0.00%
Pass Replacement Income	0.00	0.00	45.00	60.00	0.00%
Permit Fee	425.00	610.00	3,561.50	7,248.68	1.88%
Pool Rental Fees	0.00	0.00	125.00	0.00	0.00%
Processing fee	150.00	148.00	1,354.30	772.99	0.66%
Road Improvement Fund	0.00	0.00	15.00	0.00	0.00%
Scrap Income	0.00	0.00	204.10	431.20	0.00%
Title Transfer and Resale	816.67	819.00	10,829.04	10,785.47	3.61%
Unapplied Cash Payment Income	165.00	58.33	-1,718.89	-4,917.31	0.73%
<b>Total Income</b>	<b>\$ 22,593.28</b>	<b>\$ 8,268.71</b>	<b>\$ 383,488.27</b>	<b>\$ 309,426.42</b>	<b>100.00%</b>
<b>Gross Profit</b>	<b>\$ 22,593.28</b>	<b>\$ 8,268.71</b>	<b>\$ 383,488.27</b>	<b>\$ 309,426.42</b>	<b>100.00%</b>
<b>Expenses</b>					
<b>Administrative Expenses</b>					
Accounting Fees	200.00	282.49	1,601.87	2,344.08	0.89%
Attorney Fees	2,054.50	0.00	2,054.50	6,000.00	9.09%
Bad Debt	0.00	0.00	-9.11	0.00	0.00%
Bank Charges	14.00	8.00	143.87	74.18	0.06%
Bond Insurance	0.00	0.00	20,343.10	0.00	0.00%
Charitable Contribution	0.00	0.00	1,000.00	500.00	0.00%
Cleaning	258.27	250.00	1,958.27	1,900.00	1.14%



Payroll Tax	22.20	21.20	168.40	161.13	0.10%
<b>Total Cleaning</b>	<b>\$ 280.47</b>	<b>\$ 271.20</b>	<b>\$ 2,126.67</b>	<b>\$ 2,061.13</b>	<b>1.24%</b>
Election Expenses	0.00	0.00	200.00	0.00	0.00%
Electric	489.60	508.22	5,427.27	3,792.43	2.17%
Finance charges	0.00	0.00	24.57	0.00	0.00%
Internet	75.18	68.98	970.12	640.58	0.33%
Liability Insurance	0.00	0.00	0.00	17,784.70	0.00%
Mileage	0.00	0.00	142.71	0.00	0.00%
Office Expense	99.75	161.82	7,205.27	3,109.45	0.44%
P. O. Box Rental	0.00	0.00	0.00	166.00	0.00%
Postage	167.40	0.00	8,692.00	2,090.19	0.74%
Printing	0.00	0.00	94.68	0.00	0.00%
Professional Fees	0.00	0.00	0.00	1,150.00	0.00%
Property and Liability Insurance	0.00	0.00	11,085.00	10,764.00	0.00%
Property Taxes	0.00	0.00	916.20	1,165.10	0.00%
Security	150.00	0.00	850.00	900.00	0.66%
Software	505.71	475.21	6,563.24	5,228.41	2.24%
Special Projects/Events	0.00	0.00	381.98	0.00	0.00%
Telephone	208.58	197.69	1,515.53	1,772.50	0.92%
Title Records Fees	0.00	0.00	0.00	64.02	0.00%
Water	100.15	134.46	1,764.47	1,640.20	0.44%
Website Maintenance	543.00	216.00	3,003.50	2,360.05	2.40%
<b>Total Administrative Expenses</b>	<b>\$ 4,888.34</b>	<b>\$ 2,324.07</b>	<b>\$ 76,097.44</b>	<b>\$ 63,607.02</b>	<b>21.64%</b>
<b>Archetctural Expenses</b>					
ARC Supplies	0.00	0.00	1,049.72	0.00	0.00%
Office Expense	0.00	0.00	124.31	42.21	0.00%
<b>Total Architectural Dept.</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 1,174.03</b>	<b>\$ 42.21</b>	<b>0.00%</b>
Bad Debts	0.00	-133.34	-474.52	-219.29	0.00%
Collection Fees	0.00	0.00	2,065.66	0.00	0.00%
Keys Made	300.39	0.00	652.04	1,090.69	1.33%
Lawn Maintenance	0.00	0.00	0.00	434.00	0.00%
Merchant deposit fees	0.00	0.00	0.00	0.00	0.00%
Credit Card Processing Fee	689.06	134.31	6,422.46	3,688.78	3.05%
<b>Total Merchant deposit fees</b>	<b>\$ 689.06</b>	<b>\$ 134.31</b>	<b>\$ 6,422.46</b>	<b>\$ 3,688.78</b>	<b>3.05%</b>
<b>Office Expenses</b>					
Admin Payroll Exense	3,052.27	1,977.44	28,524.34	19,109.37	13.51%
Admin Payroll Taxes	241.86	151.27	2,365.35	1,244.54	1.07%
<b>Total Office Dept.</b>	<b>\$ 3,294.13</b>	<b>\$ 2,128.71</b>	<b>\$ 30,889.69</b>	<b>\$ 20,353.91</b>	<b>14.58%</b>
<b>Parks and Pools Dept.</b>					
Contract Labor	0.00	0.00	2,960.20	3,175.00	0.00%
Equipment Rental	0.00	0.00	0.00	74.04	0.00%
Parks and Pools Dept. Payroll	499.78	0.00	9,765.18	4,542.96	2.21%
Payroll Taxes	48.22	0.00	906.21	339.85	0.21%
Supplies	54.08	50.00	3,737.95	4,045.34	0.24%

Utilities	880.05	303.93	5,556.02	2,248.16	3.90%
<b>Total Parks and Pools Dept.</b>	<b>\$ 1,482.13</b>	<b>\$ 353.93</b>	<b>\$ 22,925.56</b>	<b>\$ 14,425.35</b>	<b>6.56%</b>
Pool Expenses	0.00	0.00	1,795.04	0.00	0.00%
<b>Road Dept Expenses</b>					
Fuel	0.00	0.00	49.00	838.00	0.00%
Maintenance	1,303.33	0.00	1,762.71	56.15	5.77%
Office	0.00	0.00	969.67	0.00	0.00%
Road Material	1,049.41	0.00	13,636.80	2,862.59	4.64%
Roads Dept. Payroll	1,308.79	638.00	17,962.39	638.00	5.79%
Roads Dept. Payroll Taxes	90.60	54.09	1,403.27	54.09	0.40%
Supplies	0.00	0.00	925.75	364.12	0.00%
<b>Total Roads Dept.</b>	<b>\$ 3,752.13</b>	<b>\$ 692.09</b>	<b>\$ 36,709.59</b>	<b>\$ 4,812.95</b>	<b>16.61%</b>
<b>Sanitation Dept</b>					
Contract Labor	0.00	0.00	4,409.00	0.00	0.00%
Payroll Taxes	103.14	169.21	1,090.41	1,112.91	0.46%
Sanitation Dept Payroll	1,524.29	2,170.00	14,027.29	13,605.50	6.75%
Supplies	0.00	0.00	18.20	146.14	0.00%
Trash Compactors	4,355.40	4,255.15	34,717.07	59,440.09	19.28%
Utilities					0.00%
Electric	180.00	99.00	1,491.00	1,481.00	0.80%
Water	44.00	0.00	551.61	920.06	0.19%
<b>Total Utilities</b>	<b>\$ 224.00</b>	<b>\$ 99.00</b>	<b>\$ 2,042.61</b>	<b>\$ 2,401.06</b>	<b>0.99%</b>
<b>Total Sanitation Dept</b>	<b>\$ 6,206.83</b>	<b>\$ 6,693.36</b>	<b>\$ 56,304.58</b>	<b>\$ 76,705.70</b>	<b>27.47%</b>
Unapplied Cash Bill Payment Expense	0.00	0.00	-23.80	0.00	0.00%
<b>Total Expenses</b>	<b>\$ 20,613.01</b>	<b>\$ 12,193.13</b>	<b>\$ 234,537.77</b>	<b>\$ 184,941.32</b>	<b>91.24%</b>
<b>Net Operating Income</b>	<b>\$ 1,980.27</b>	<b>-\$ 3,924.42</b>	<b>\$ 148,950.50</b>	<b>\$ 124,485.10</b>	<b>8.76%</b>
<b>Other Income</b>					
Interest Income	35.07	34.56	105.45	103.60	0.16%
Late Fee Income	2,230.68	7.91	6,814.67	80.67	9.87%
<b>Total Other Income</b>	<b>\$ 2,265.75</b>	<b>\$ 42.47</b>	<b>\$ 6,920.12</b>	<b>\$ 184.27</b>	<b>10.03%</b>
<b>Other Expenses</b>					
<b>Carlton Collection Fees</b>					
Legal Recovery	0.00	-62.80	508.41	-1,364.67	0.00%
<b>Total Carlton Collection Fees</b>	<b>\$ 0.00</b>	<b>-\$ 62.80</b>	<b>\$ 508.41</b>	<b>-\$ 1,364.67</b>	<b>0.00%</b>
Interest Paid	0.00	1.11	0.00	72.29	0.00%
<b>Total Other Expenses</b>	<b>\$ 0.00</b>	<b>-\$ 61.69</b>	<b>\$ 508.41</b>	<b>-\$ 1,292.38</b>	<b>0.00%</b>
<b>Net Other Income</b>	<b>\$ 2,265.75</b>	<b>\$ 104.16</b>	<b>\$ 6,411.71</b>	<b>\$ 1,476.65</b>	<b>10.03%</b>
<b>Net Income</b>	<b>\$ 4,246.02</b>	<b>-\$ 3,820.26</b>	<b>\$ 155,362.21</b>	<b>\$ 125,961.75</b>	<b>18.79%</b>

Cherokee Shores Owners Association  
Roads Report for December

<b>Date</b>	<b>Road</b>	<b>Work Completed</b>
12/12	Deer Park Loop	Fill holes
	Shawnee Cir	Fill holes
	Valley View	Fill holes
12/13	Shawnee Cir	Picked up trash
	Dakota	Picked up trash
12/16	Shawnee Cir	Fill holes
12/18	Valley View	Asphalt
	Deer Park Loop	Fill holes
12/23	Cree	Fill holes
	Valley View	Fill holes
12/24	Whiteface	Fill holes
	Coahoma	Fill holes
12/30	Caddo	Fill holes
12/31	Caddo	Fill holes
	Longhorn	Fill holes