

Cherokee Shore Owners Association

Monthly BOD and General Meeting

January 11, 2025

In attendance

Directors

Director John Carroll – Sanitation

Director Mark Lancaster – Financial

Mike Sims – Parks and Pools

Johnny Warren – Roads

OPEN POSITION – Special Projects

Officers

Karen Sanders – President

Ashley Chambers-Sec/Treasurer

OPEN POSITION – Vice President

Board of Directors Meeting

Call to order @ 9:04

Read Meeting Norms – The directors waived the reading of the posted meeting norms.

Review/accept December Meeting minutes

President Sanders made the motion to accept December Meeting minutes.

Director Carroll – second

Director Lancaster - yes

Director Sims – yes

Director Warren – yes

The motion to accept December Meeting minutes passed unanimously.

Review/accept December Financial report

Ms. Chambers review the financials, and discussed that the expense for keys, needs to be moved to the allocation for Parks&Pools.

President Sanders made the motion to accept December Financial Report.

Director Carroll – yes

Director Lancaster - yes

Director Sims – yes

Director Warren – second

The motion to accept December Financial Report passed unanimously.

Review/accept December Special Meeting minutes

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

Director Carroll – yes

Director Lancaster - second

Director Sims – yes

Director Warren – yes

The motion to accept December Special Meeting minutes passed unanimously.

Sanitation

Director Carroll discussed that the compactor office needs a roof (10 ft., 2x4 (10); 8 pieces of metal). Director Carroll will contact vendor to find out why compactor did not get emptied as scheduled, and he will order a 30 yard open-top for the maintenance yard.

Parks & Pool

Director Sims reported that pier replacement on Apache is completed, and Squaw is under construction. It should be complete within 14 days. He discussed trimming trees in the main park due to trees, falling branches, and burn. The park on Quanah was discussed, and determining if the park equipment donated approximately 5 years ago, is salvageable and safe.

Roads

The board discussed the January 8th meeting with Commissioner Tuley. It was discussed that we would solicit sealed bids for Valley View, Spearman, and Cree. The scope of work for the bids will be the county requirements, per Commissioner Tuley, of proper drainage, culverts as needed, and flex base. According to the association performed roads assessment, these roads appear to require the least amount of work.

Special Projects

Easter Egg Hunt – April 19th, following LO, at 12:00

Vendor Event – May 10th, 10am-4pm

Financials

Director Lancaster reported that have a new office personnel due to a resignation. She will also be working with ARC to track/update the data sheet.

Adjourn @ 10:09

General Meeting

Call to order @ 10:28

Director Sims – excused absence

President Sanders read the posted Meeting Norms.

Review December financial report

Ms. Chambers reviewed the December Financial Report with the community, and asked if there were any questions. No questions were posed.

Report from ARC

ARC Co-chair, Ms. Milner, reported that 27 violations were sent out, and that there was a total of 52.

Sanitation

Director Carroll reported that the compactor office needs a new roof. He also discussed inquiring about a cardboard disposal/recycling, and looking into a new metal dumpster vendor.

Parks & Pool

President Sanders gave Director Sims report regarding the pier replacement on Apache is completed, and Squaw is under construction. It should be complete within 14 days.

Roads

Director Warren reported that the association will be seeking sealed bids for Valley View, Spearman, and Cree, for work towards the County Road Maintenance Program.

Special Projects

President Sanders announced the two upcoming events - Easter Egg Hunt – April 19th, following LO, at 12:00, and Vendor Event – May 10th, 10am-4pm.

Financials

Members

No one signed in to speak, but Mr. Matthews expressed his appreciation for the work that was completed on Taos.

Adjourn @ 11am

CHEROKEE SHORES OWNERS ASSOCIATION

Balance Sheet

As of January 31, 2025

	Total	
	As of Jan 31, 2025	As of Jan 31, 2024 (PY)
ASSETS		
Current Assets		
Bank Accounts		
OPERATING ACCOUNT (2003) - 1	281,487.83	219,663.53
ROAD FUND ACCOUNT (8380) - 1	281,701.14	213,871.33
SAVINGS ACCOUNT (6708) - 1	55,788.28	55,483.25
WORKING ACCOUNT (0529) - 4	21,798.20	0.00
Total Bank Accounts	\$ 640,775.45	\$ 489,018.11
Accounts Receivable		
Accounts Receivable (A/R)	3,527,366.75	3,274,591.34
Total Accounts Receivable	\$ 3,527,366.75	\$ 3,274,591.34
Other Current Assets		
1499 Undeposited Funds	-6,905.78	-5,031.30
Credit Card Receivables	197.72	0.00
Paid in Advance Supplies	0.00	0.00
Payroll Refunds	0.03	0.02
Uncategorized Asset	197.72	197.72
Total Other Current Assets	-\$ 6,510.31	-\$ 4,833.56
Total Current Assets	\$ 4,161,631.89	\$ 3,758,775.89
Fixed Assets		
Accumulated Depreciation	-8,599.00	-8,599.00
Boat Docks/Piers	15,000.00	0.00
Fixed Assets	12,293.25	12,293.25
Road Improvements	176,912.75	176,212.75
Tractor 2018	23,856.24	23,856.24
Total Fixed Assets	\$ 219,463.24	\$ 203,763.24
TOTAL ASSETS	\$ 4,381,095.13	\$ 3,962,539.13
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Payroll Liabilities		
Federal Taxes (941/943/944)	936.34	627.99
Federal Unemployment (940)	-44.89	-57.83
TX Unemployment Tax	124.54	17.69
Total Payroll Liabilities	\$ 1,015.99	\$ 587.85
Total Other Current Liabilities	\$ 1,015.99	\$ 587.85
Total Current Liabilities	\$ 1,015.99	\$ 587.85

Total Liabilities	\$	1,015.99	\$	587.85
Equity				
Retained Earnings		3,914,379.97		3,610,443.58
Net Income		465,699.17		351,507.70
Total Equity	\$	4,380,079.14	\$	3,961,951.28
TOTAL LIABILITIES AND EQUITY	\$	4,381,095.13	\$	3,962,539.13

**Cherokee Shores Owners Association
Roads Report for January 2025**

Date	Road	Work Completed
01/01	Caddo	Fill holes
	Taos	Fill holes
01/02	Pakuna	Fill holes
	Aztec	Fill holes
	Taos	Fill holes
01/03	Taos	Fill holes
	Caddo	Fill holes
01/04	White Dove Tr	Fill holes
	Sudan	Fill holes
	Shawnee	Fill holes
01/05	Dakota	Box blade
	Shawnee	Box Blade
01/06	Dakota	Box blade
	Shawnee	Box Blade
0/10	Dakota	Ditch work
01/11	Dakota	Ditch work
01/14	Longhorn	Box Blade/rock
01/15	Dakota	Box Blade
01/16	Shawnee	Ditch work
01/17	Shawnee	Ditch work/box blade
01/18	Shawnee	Box blade
01/19	Shawnee	Ditch work
01/20	Shawnee	Ditch work/box blade

CHEROKEE SHORES OWNERS ASSOCIATION
Financial Statement
January 2025

	Jan 2025	Jan 2024 (PY)	Total Apr 2024 - Jan 2025 (YTD)	Apr 2023 - Jan 2024 (PY YTD)	% of Income
Income					
4203 Recycling Income	0.00	0.00	0.00	1,457.70	0.00%
Annual Road Assessment	5,977.18	765.97	123,107.23	80,123.05	30.58%
Booth Rental for Fall Festival	0.00	0.00	155.00	0.00	0.00%
Deed Restriction Fees	200.00	0.00	1,900.00	1,884.95	1.02%
Donation Income	0.00	0.00	0.00	110.00	0.00%
Keys Income	23.00	30.00	617.00	832.00	0.12%
Late Charge	3,257.57	190.32	38,776.49	25,998.87	16.67%
Lot Assessments	8,485.77	2,522.37	235,841.20	216,653.99	43.42%
Write-off	-1,578.00	0.00	-17,275.57	-3,472.45	-8.07%
4999 Uncategorized Income	345.48	0.00	3,089.68	-25,422.54	1.77%
Total Write-off	-\$ 1,232.52	\$ 0.00	-\$ 14,185.89	-\$ 28,894.99	-6.31%
Total Lot Assessments	\$ 7,253.25	\$ 2,522.37	\$ 221,655.31	\$ 187,759.00	37.11%
Mail Pass Fee Income	0.00	0.00	10.00	38.00	0.00%
Map Income	0.00	0.00	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	1,100.00	200.00	4,661.50	7,448.68	5.63%
Pool Rental Fees	0.00	0.00	125.00	0.00	0.00%
Processing fee	26.50	0.00	1,405.80	772.99	0.14%
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	1,050.00	300.00	11,909.09	11,085.47	5.37%
Unapplied Cash Payment Income	657.87	209.67	-1,404.03	-4,362.16	3.37%
Total Income	\$ 19,545.37	\$ 4,218.33	\$ 403,282.49	\$ 313,644.75	100.00%
Gross Profit	\$ 19,545.37	\$ 4,218.33	\$ 403,282.49	\$ 313,644.75	100.00%
Expenses					
Administrative Expenses					
Accounting Fees	200.00	200.00	1,801.87	2,544.08	1.02%
Attorney Fees	2,952.00	0.00	5,006.50	6,000.00	15.10%
Bank Charges	12.00	8.00	155.87	82.18	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	200.00	0.00	2,158.27	1,900.00	1.02%
Payroll Tax	17.20	0.00	185.60	161.13	0.09%
Total Cleaning	\$ 217.20	\$ 0.00	\$ 2,343.87	\$ 2,061.13	1.11%

Election Expenses	0.00	0.00	200.00	0.00	0.00%
Electric	335.48	506.29	5,762.75	4,298.72	1.72%
Finance charges	0.00	0.00	24.57	0.00	0.00%
Internet	75.23	68.98	836.82	709.56	0.38%
Keys Made	15.14	0.00	667.18	1,090.69	0.08%
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	194.99	270.78	7,402.23	2,316.70	1.00%
P. O. Box Rental	0.00	0.00	170.00	166.00	0.00%
Postage	1,727.84	0.00	10,166.14	2,090.19	8.84%
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	0.00	0.00	850.00	900.00	0.00%
Software	879.88	757.70	7,443.12	5,986.11	4.50%
Special Projects/Events	0.00	0.00	381.98	0.00	0.00%
Telephone	220.96	197.69	1,945.02	1,970.19	1.13%
Title Records Fees	0.00	0.00	0.00	64.02	0.00%
Water	569.68	350.48	2,434.30	1,990.68	2.91%
Website Maintenance	188.75	616.00	3,192.25	2,976.05	0.97%
Total Administrative Expenses	\$ 7,589.15	\$ 2,975.92	\$ 84,366.16	\$ 66,610.10	38.83%
Architectural Dept.					0.00
ARC Supplies	0.00	0.00	1,049.72	-50.00	0.00%
Office Expense	0.00	0.00	124.31	42.21	0.00%
Total Architectural Dept.	\$ 0.00	\$ 0.00	\$ 1,174.03	-\$ 7.79	0.00%
Bad Debts	0.00	0.00	-474.52	-219.29	0.00%
Collection Fees	0.00	0.00	2,065.66	0.00	0.00%
Lawn Maintenance	0.00	0.00	0.00	434.00	0.00%
Merchant deposit fees					
Credit Card Processing Fee	255.17	78.65	6,677.63	3,767.43	1.31%
Total Merchant deposit fees	\$ 255.17	\$ 78.65	\$ 6,677.63	\$ 3,767.43	1.31%
Office Dept.					
Admin Payroll Exense	2,504.22	1,258.51	28,524.34	20,367.88	12.81%
Admin Payroll Taxes	215.37	108.23	5,084.94	1,352.77	1.10%
Total Office Dept.	\$ 2,719.59	\$ 1,366.74	\$ 33,609.28	\$ 21,720.65	13.91%
Parks and Pools Dept.					
Contract Labor	0.00	0.00	1,656.87	3,175.00	0.00%
Equipment Rental	0.00	0.00	0.00	74.04	0.00%
Parks and Pools Dept. Payroll	145.00	925.00	9,910.18	5,467.96	0.74%
Payroll Taxes	12.47	79.55	918.68	419.40	0.06%
Supplies	0.00	0.00	5,532.99	4,045.34	0.00%
Utilities	0.00	0.00	5,556.02	2,248.16	0.00%
Total Parks and Pools Dept.	\$ 157.47	\$ 1,004.55	\$ 23,574.74	\$ 15,429.90	0.81%

Roads Dept.					
Fuel	0.00	0.00	49.00	838.00	0.00%
Maintenance	0.00	0.00	3,066.04	56.15	0.00%
Office	145.19	0.00	1,114.86	0.00	0.74%
Road Material	700.00	0.00	14,336.80	2,862.59	3.58%
Roads Dept. Payroll	1,474.00	0.00	19,436.39	638.00	7.54%
Roads Dept. Payroll Taxes	126.76	0.00	1,530.03	54.09	0.65%
Supplies	0.00	0.00	925.75	364.12	0.00%
Total Roads Dept.	\$ 2,445.95	\$ 0.00	\$ 40,458.87	\$ 4,812.95	12.51%
Sanitation Dept					
Contract Labor	225.00	0.00	4,634.00	0.00	1.15%
Payroll Taxes	126.64	125.30	1,217.05	1,238.21	0.65%
Sanitation Dept Payroll	1,472.50	1,457.00	15,499.79	15,062.50	7.53%
Supplies	0.00	0.00	18.20	146.14	0.00%
Trash Compactors	3,393.98	2,072.76	38,111.05	61,512.85	17.36%
Utilities	0.00	0.00	0.00	0.00	0.00%
Electric	193.00	175.00	1,684.00	1,656.00	0.99%
Water	131.90	0.00	583.36	920.06	0.67%
Total Utilities	\$ 324.90	\$ 175.00	\$ 2,267.36	\$ 2,576.06	1.66%
Total Sanitation Dept	\$ 5,543.02	\$ 3,830.06	\$ 61,747.45	\$ 80,535.76	28.36%
Unapplied Cash Bill Payment Expense	0.00	0.00	-23.80	0.00	0.00%
Total Expenses	\$ 18,710.35	\$ 9,255.92	\$ 253,175.50	\$ 193,083.71	95.73%
Net Operating Income	\$ 835.02	-\$ 5,037.59	\$ 150,106.99	\$ 120,561.04	4.27%
Other Income					
Interest Income	0.00	0.00	105.45	103.60	0.00%
Late Fee Income	3,107.62	75.00	10,021.16	155.67	15.90%
Total Other Income	\$ 3,107.62	\$ 75.00	\$ 10,126.61	\$ 259.27	15.90%
Other Expenses					
Carlton Collection Fees					
Legal Recovery	0.00	0.00	499.30	-1,364.67	0.00%
Total Carlton Collection Fees	\$ 0.00	\$ 0.00	\$ 499.30	-\$ 1,364.67	0.00%
Interest Paid	0.00	0.00	0.00	72.29	0.00%
Total Other Expenses	\$ 0.00	\$ 0.00	\$ 499.30	-\$ 1,292.38	0.00%
Net Other Income	\$ 3,107.62	\$ 75.00	\$ 9,627.31	\$ 1,551.65	15.90%
Net Income	\$ 3,942.64	-\$ 4,962.59	\$ 159,734.30	\$ 122,112.69	20.17%