

SHANNON VALLEY HOMES ASSOCIATION ANNUAL MEETING MINUTES

November 9, 2004

7:00 PM

Brookridge Country Club

Proceedings:

The meeting was called to order by President Sue Wildgen at 7:15 p.m.

President Report submitted by Sue Wildgen, President

Sue introduced the board and committee members. She also recognized Nancy Eslinger who acted as interim treasurer for the association this year. She also thanked Linda Nease who conducted the audit of SVHA financial records for 2003. The newest resident of Shannon Valley, Mr. Applebaum, was welcomed. Sue reported that we have 7 homes listed with real estate agents as of October 31, and 3 under contract. Twenty homes have been sold in 2004 with an average listed price of \$217,000. Highlights of the past year were also mentioned.

Treasurer Report submitted by Troy Russell, Treasurer

Troy submitted the following report.

2004 BALANCE SHEET

	<u>10/31/04</u> Actual	<u>12/31/04</u> Forecast
ASSETS		
Current Assets		
Cash		
Checking	\$ 20	\$ 100
Saving	\$ 56,276	\$ 21,779
Capital Reserve	\$ -	\$ 11,185
Total Cash	\$ 56,296	\$ 33,064
Accounts Receivable	\$ 500	\$ -
Notes Receivable	\$ -	\$ -
Total Current Assets	\$ 56,796	\$ 33,064
Fixed Assets	\$ -	\$ -
TOTAL ASSETS	\$ 56,796	\$ 33,064
 LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable	\$ 8,026	\$ -
Accrued Expenses	\$ -	\$ -
Income Tax Payable	\$ -	\$ -
Short-term Notes Payable	\$ -	\$ -
Portion of L-T Debt Payable	\$ -	\$ -
Total Current Liabilities	\$ 8,026	\$ -
Long Term Liabilities	\$ -	\$ -
Mortgage Notes Payable	\$ -	\$ -
Total Liabilities	\$ 8,026	\$ -
Equity		
Opening Bal Equity	\$ -	\$ -
Retained Earnings	\$ 14,353	\$ 33,064
Net Income	\$ 34,417	\$ -
Total Equity	\$ 48,770	\$ 33,064
TOTAL LIABILITIES & EQUITY	\$ 56,796	\$ 33,064

2004 INCOME STATEMENT

	Budget	10/31	12/31	Forecasted
	2004	Actual	Forecast	Variance
Income				
Annual Dues	\$ 57,402	\$ 57,804	\$ 57,804	\$ 403
Garbage Fees	\$ 54,798	\$ 55,183	\$ 55,183	\$ 384
Interest - Checking	\$ 2	\$ 0	\$ 0	\$ (2)
Interest - Money Market	\$ 900	\$ 507	\$ 597	\$ (303)
Other Income	\$ -	\$ 140	\$ 140	\$ 140
Tennis Court Fees	\$ 45	\$ -	\$ -	\$ (45)
Total Income	\$ 113,147	\$ 113,634	\$ 113,724	\$ 577
Expense				
Capital Improvements Reserve	\$ 15,000		\$ 11,185	\$ (3,815)
Contract Labor	\$ 3,600	\$ 2,700	\$ 3,600	\$ -
Garage Sale Expense	\$ 150	\$ -	\$ -	\$ (150)
Garbage Contract	\$ 54,798	\$ 46,908	\$ 61,155	\$ 6,357
Grounds Maintenance				
Common Area Cleanup	\$ 480	\$ 1,866	\$ 1,916	\$ 1,436
Grounds Maintenance Contract	\$ 21,600	\$ 16,187	\$ 20,877	\$ (723)
Insurance	\$ 6,500	\$ 2,750	\$ 3,243	\$ (3,257)
Legal	\$ 1,000	\$ 94	\$ 94	\$ (906)
Licenses/Fees	\$ 100	\$ 381	\$ 551	\$ 451
Meetings	\$ 800		\$ 1,300	\$ 500
Miscellaneous	\$ 500	\$ 389	\$ 439	\$ (61)
Office Supplies	\$ 300	\$ -	\$ -	\$ (300)
Postage	\$ 200	\$ 745	\$ 745	\$ 545
Printing - Newsletter / Directory	\$ 1,800	\$ 1,509	\$ 1,509	\$ (291)
Social Fund	\$ 1,000	\$ 1,468	\$ 1,602	\$ 602
Storage Locker Rental	\$ 790	\$ 790	\$ 790	\$ -
Taxes	\$ 740	\$ 250	\$ 250	\$ (490)
Tennis Court Maintenance	\$ 1,000	\$ -	\$ -	\$ (1,000)
Utilities	\$ 2,800	\$ 3,179	\$ 4,468	\$ 1,668
Total Expenses	\$ 113,158	\$ 79,216	\$ 113,723	\$ 565
Net Income	\$ (11)	\$ 34,417	\$ 0	\$ 11

Ground Maintenance Report submitted by Vern Koeppeen, Board Member

Vern reported that four Seasonal Home Awards were presented to residents that the board felt showed a great interest in keeping their property well groomed and landscaped. This year's awards went to: Harvey & Katherine Wren (winter); Doug & Judy Burleigh (spring); Clarin, Chambers & Rolander (summer); and Mike & Wendy Malyn (fall). It was noted that the summer award was presented to a group of homeowners that groomed and continue to maintain an island area in their cul-de-sac.

Vern reported that minimal dollars are being spent on tennis court maintenance. Repairs were made by volunteers and we now require a deposit for a key to the courts.

Vern thanked the workers from the Oct 2nd clean-up and especially Tim Elliott for all of their hard work along College Blvd..

The board will be taking estimates on grounds maintenance for 2005 in the near future.

Activities Reported submitted by Linda Nease, Committee Chair

Linda Nease reported that we have three main events during the year: Easter Egg Hunt, Fourth of July Parade and the Oktoberfest. This year Nicole Evans handled the Fourth of July Parade.

Linda offered several ideas for future events: Royal game, Golf Tournament, Dinner Club.

She asked for anyone that is interested in participating in these events or helping organize these events to please contact her.

Linda also reported that Oktoberfest was well attended by approximately 400 residents of Shannon Valley, Indian Creek and Hunter's Pointe.

C.E.R.T. and Governmental Report by Rich Triola, Board Member

Rich reported that he monitored the Jefferson Point expansion plan and attended zoning hearing.

The C.E.R.T. team in Shannon Valley is the largest unit in Johnson County with 14 active members. The goal for SV is to have 2 members in each of the 14 C.E.R.T. districts. There will be quarterly meetings and county-wide drills.

Communications Report submitted by Paul Wildgen, Committee Chair

Paul Wildgen reported that the main focus this year was resident and neighbor communication. A big push was to improve internet access and visibility. The neighborhood website was created: www.shannonvalley.org. The last week in October recorded 526 hits on our website - 25% were on Saturday and 21% were on Monday. The #1 page visited was board meeting minutes; #2 the LTPC; #3 overdue accounts; and #4 the announcement page.

Paul asked all residents to check out the website and let the board know what they would like to see included on the website. Residents can contact board members through the website links.

Block Captains Report submitted by Jeff Burvee, Block Captain Coordinator

Jeff reported that Shannon Valley is divided into 31 Block Captain areas. Each area has between 15 and 23 homes. He and Erin are working on filling all open positions for Block Captain. Until all are filled, Jeff and Erin are covering the areas without block captains. The Burvees' are also working on new neighbor packets. Jeff requested that anyone interested in being a block captain to contact either him or Erin. For the 2005 calendar year, the board has approved the funding of Block events – for a total of \$50 per Block per year.

LTPC Report submitted by Tim Elliott, Chair

Tim gave a brief background report on how the LTPC was established. The first meeting was in April. It was decided at the first meeting to find out what homeowners want from Shannon Valley. The committee came up with a survey that was mailed to each resident through the newsletter and posted on the website. Survey results were used to identify data and resources and determine priorities of members. The Long Term Planning Committee Report and Rolling Master Plan were compiled from the data received from the surveys. The Board reviewed and approved the plan at their September meeting.

The plan has general recommendations which are instructions to future Boards. There are four areas mentioned: 1) goal setting; 2) implementation; 3) delegation; 4) communication. There are also specific recommendations for future Boards.

Tim reports that over 360 person hours were used in completing this project. He emphasized that this is a flexible plan which can and should be modified each year. Tim suggested that all residents download the plan, read it and get involved in Shannon Valley.

MOTION made, seconded and passed to accept the LTPC Rolling Master Plan as submitted.

Board Elections for 2005

Ballots were delivered to each resident in Shannon Valley on Sunday, November 7 and a due date of Nov 12 was stipulated. Sue Wildgen asked for nominees from the meeting floor for potential board members. Rich Triola nominated Sarah Hansel. Ms. Hansel's name was added as a write-in candidate. Residents were reminded to deposit ballots in the ballot box.

Door Prizes

Door prizes were awarded to five lucky residents attending the annual meeting.

The meeting adjourned at 8:45 p.m.

Minutes submitted by Administrative Assistant, Kathy Ulm