



**Crenshaw Manor Homeowners Association**

**PO Box 1842**

**Wake Forest, NC 27588-1842**

**Crenshaw Manor Homeowners  
Association  
Annual Report of the Board of Directors**

**Report of CMHOA Board for 2016**  
**Annual Meeting – January 10, 2017**

**Vice President's Report**

In 2016, the Crenshaw Manor HOA Board operated with 5 volunteers holding 6 positions. The Board held four meetings in addition to the upcoming Annual Meeting on January 10<sup>th</sup>, 2017. We followed the plan set forth at the start of the year and made several enhancements to the front entrance, among other accomplishments.

It has been my pleasure to serve as Vice President of the Board in 2016 and I am sure that the incoming HOA Board Officers will serve the neighborhood well. The board will present a slate of candidates for officers at the annual meeting, which is included at the end of this report. Thank you to everyone who has volunteered to serve. As of now, we still have the position of President to fill. We will be accepting and confirming nominations at the annual meeting.

I would like to thank all the board members, as well as the Architectural Control Committee, for being diligent with their contributions and generous in volunteering their time. A huge thanks to Derek Bateson for serving seven years as our ACC Chair.

A special thanks to Rik Rasmussen for managing our website and the neighborhood Yahoo Group. Also, thank you to all those sharing their time and opinions to ensure Crenshaw Manor continues to be a terrific neighborhood!

**Communications Report**

In 2016, the Secretary & Communications chair produced the minutes of the annual meeting held January 12 as well as board meetings on April 12, July 12 and November 11. These minutes were submitted for Board approval and then sent to be posted on the Crenshaw Manor HOA website.

**Membership Committee Report**

This year we were happy to welcome ten new families to the neighborhood. Additionally, a new home is proposed to be built on Deerberry Lane.

Welcome gifts were delivered to these new neighbors in 2016:

Jaime & Megan Carmona  
1020 Jones Wynd

Carson & Betty Cantrell  
1006 Jones Wynd

Caitlin Rosser & Joe Madden  
968 Jones Wynd

Cole & Meredith McCook  
941 Jones Wynd

John & Susan Locke  
961 Jones Wynd

Thomas & Kristy Littleton  
956 Jones Wynd

Richard & Carmen Gorman  
1403 Crenshaw Point

Trevor & Judy Whitehead  
1530 Crenshaw Point

Michael & Krishanna Hilliard (gift pending – yet to move in)  
1508 Crenshaw Point

Patrick & Stephanie Dickerson  
1514 Deerberry Lane

We promoted our annual community yard sale, which was held on May 20 – 21. Although the weather wasn't ideal, those who participated reported it to be a success.

A draft of our neighborhood directory was updated and distributed in time for the New Year. Once the next few new homeowners move in, an updated copy will be distributed.

### **Architectural Control Committee Report**

ACC committee Derek Bateson, Jason Black, George Aux

Front Entrance: With the current landscape contractor, the Front Entrance has been looking great throughout the year with new plantings in spring and fall. Weed control, pruning, aerating and seeding at the right times have maintained the appeal of the entrance at a high level.

There were some irrigation leaks and electric issues which have all been resolved. The irrigation system gets annually winterized and reinstated in the springtime to avoid any major breakages of pipes with freezing conditions.

Islands on Crenshaw Point: The islands were being somewhat neglected by the landscape contractor, this issue has been resolved and some new trees were planted on one of the islands. These will be maintained to look their best on an ongoing annual basis with weed control and fresh pine straw etc.

Easement on Crenshaw Point: There is a town easement that runs across Crenshaw Point, unfortunately the town doesn't seem to be interested or does not have the funds to maintain such areas; therefore, they will be monitored and cleaned up as required by our landscape contractor. The same applies to the short section of Clatter Avenue that links our neighborhood to Crenshaw Hall. The grass and weeds along the curbsides will be maintained when required.

There were 12 new Roof applications (2 are pending) along with requests for garden sheds, fencing and tree removal, which were all approved.

The ACC committee looks forward to another successful year in 2017 in keeping our neighborhood looking its best and striving to keep our neighborhood appealing to future homeowners.

### **Treasurer's Report**

We currently have \$10,004 in savings or cash reserves. In 2017, the board should reevaluate the projected cash reserves budget or goal.

**Crenshaw Manor Home Owners Association**  
**2016 Revenue & Expense Analysis, Draft**  
**and 2017 Proposed Budget**  
**as of December 31, 2016**

<b>Revenue</b>	<b>12/31/2016</b>	<b>2016</b>	<b>Variance</b>	<b>2017</b>
	<b>Actual</b>	<b>Budget</b>	<b>(Over) / Under</b>	<b>Budget</b>
			<b>Budget</b>	
Carry forward from prior year	\$ 5,034	\$ 4,105	\$ (929)	\$ 7,891
Member payments received 2016	\$ 17,063	\$ 18,100	\$ 1,037	\$ 18,292
Other Income	\$ -	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 22,097</b>	<b>\$ 22,205</b>	<b>\$ 108</b>	<b>\$ 26,183</b>
 <b>Expenses</b>				
Utilities (water & electric)	\$ 977	\$ 900	\$ (77)	\$ 1,100
Insurance	\$ 966	\$ 960	\$ (6)	\$ 1,020
Landscape Maintenance	\$ 5,875	\$ 8,000	\$ 2,125	\$ 8,000
Meeting Exp	\$ 40	\$ 100	\$ 60	\$ 120
Professional Fees	\$ 484	\$ 5,000	\$ 4,516	\$ 5,000
Neighbor Gifts	\$ 244	\$ 400	\$ 156	\$ 400
Yard Sale	\$ 60	\$ 50	\$ (10)	\$ 70
Directory/Office Expense/Postage/Printing	\$ 282	\$ 400	\$ 118	\$ 500
PO Box Renewal	\$ 70	\$ 70	\$ -	\$ 80
Website/Email Group costs	\$ -	\$ -	\$ -	\$ -
Communications Committee Expense	\$ -	\$ -	\$ -	\$ -
Membership Committee (Not otherwise designated)	\$ -	\$ -	\$ -	\$ -
ACC Committee (Not otherwise designated)	\$ -	\$ -	\$ -	\$ -
Bank Fees	\$ -	\$ -	\$ -	\$ -
Neighborhood Improvements:				
Entrance Design Work	\$ 2,039	\$ -	\$ (2,039)	\$ -
Landscape Improvements	\$ 1,170	\$ 1,500	\$ 330	\$ 5,300
Book Exchange Box	\$ -	\$ 500	\$ 500	\$ 500
<b>Total Expenses</b>	<b>\$ 12,206</b>	<b>\$ 17,880</b>	<b>\$ 5,674</b>	<b>\$ 22,090</b>
Transfer to reserves fund	\$ 2,000	\$ 2,000	\$ -	\$ 2,000
<b>Cash Balance, end of the year</b>	<b>\$ 7,891</b>	<b>\$ 2,325</b>	<b>\$ 5,566</b>	<b>\$ 2,093</b>

Respectfully submitted,

Frank Krebs, Board Vice President

Teresa Black, Treasurer

Dianne Buschine, Secretary and Communications Chair

Monika Tuenker, Membership Chair

Derek Bateson, ACC Chair

**Proposed 2017 Slate of CMHOA Officers**

President – volunteer needed

Vice President – Cole McCook, 941 Jones Wynd

Secretary/Communications – Meredith McCook, 941 Jones Wynd

Membership – Patti Trainor, 1559 Crenshaw Point

Treasurer – Teresa Black, 1021 Jones Wynd

ACC Chair – Jason Black, 1021 Jones Wynd

ACC Member – George Aux, 1529 Crenshaw Point

ACC Member – Phil Clawson, 1010 Jones Wynd