

End of the Year Report-FY 2017

This annual report highlights the activities accomplished by the Kings Contrivance Village Board and staff between May 1, 2016 and April 30, 2017. April marked our village's 40th year and we are looking forward to special celebrations this coming year. We are continuing our advocacy work for our community as well as offering programs, classes, and meeting space in Amherst House.

WHO WE ARE

Every year, in April, all village residents are encouraged to participate in the election of Village Board members (every other year for Columbia Council Representative). Last year, there were seven seats on the Village Board and one Columbia Council Representative. Board members serve two-year terms and elections are staggered. During the past year the following residents served on the Village Board: Chair: Barbara Seely; 1st Vice-chair: Melissa Hogle; 2nd Vice-chair: Jenna Salmon; and members: Fred Niziol, Shari Zaret, Christiana Mercer Rigby and Lilah Haxton. Brian Dunn served as our Columbia Council Representative. The Board is responsible for determining how village funds are budgeted and spent. Funding is received from two sources: a Columbia Association Assessment Share, and association activities/building rentals.

The Board employs a village manager who oversees the day to day operation of the village and acts as advisor to the Board. The manager hires a covenant advisor who processes forms for architectural alteration and acts as a resource person to the Resident Architectural Committee (RAC) and residents. The manager also hires any other necessary staff, staying within the financial parameters set by the Board. The current village staff is comprised of the following: Beverley Meyers, Village Manager; Laura Parrish, Covenant Advisor; Luz Borrero, Events & Information Coordinator; Erika Cheney, Operations Coordinator; Gail Robinson, Bookkeeper; Patricia Hricko, and Julie Steffanoff, Head Facility Assistants; Darshana Dave, Kelly Dutcher, Grace Cheney, Shaneyka Hollis, Hanaa Omran, Laurence Meyers, and Sam Meyers facility assistants.

THE VILLAGE BOARD

The Village Board acts as an advocate for residents. During the past year, the board dealt with a number of issues. The board: elected board and Architectural Committee (AC) officers; appointed the Election Committee, RAC members and KC representative to the CA Senior Advisory Committee; approved board goals; approved capital and operating budgets; issued 15-day violation notices for covenant violations; reviewed and approved quarterly financial reports and the audit; funded and supported the Environmental Committee to include a Fall and Spring Clean Ups; offered cul-de-sac beautification and block party grants; recognized Dennis Brown and Mark Kostelnik as Volunteers of the Year; donated funds to Howard County Police Department, The Howard County Food Bank and Columbia Pedal and Paddle to benefit the Ulman

Cancer Fund; donated a free use of Amherst House to Hammond High School Casino Night for their fundraiser and The Orthodox Church of St. Matthew for their silent auction; collected toiletries for CA's Teen Center outreach program and school supplies for the "Prepare for Success" program and met with various agencies including, State representatives, Guy Guzzone, Frank Turner, Shane Pendergrass and Vanessa Atterbeary for a legislative session review, Howard County developers Howard Hughes and County Councilwoman, Jen Terrasa regarding Affordable Housing legislation and the TIF, developers for the parcel at 8580 Guilford Rd, Chris Eatough from Howard County to review the addition of bike lanes on Shaker Drive, Howard County Public works to discuss pond repairs in the village, CA Board Chair, Andy Stack to overview CA projects and CA Aquatics department to introduce the neighborhood pool managers.

COMMITTEES

The Village Board appoints residents to committees. Ad hoc committees are appointed from time to time as warranted. The Resident Architectural Committee (RAC) is the only standing committee and the most active committee. This team of dedicated volunteer residents currently, Ed Gordon, Chair; Nick Fessenden Vice-Chair; Greg Dickman, Bruce Altschuler, Jason Protheroe, Joe Haugh and Michele Mercer meets twice monthly, on the second and fourth Wednesday, to review architectural alteration requests. 161 letters of compliance/non compliance were issued in FY17. 104 inquiries were logged in and dealt with by the covenant advisor, 77 were successfully resolved in FY17. 18 were found not to be village covenant violations. 9 complaints remained unresolved at the end of the fiscal year. 239 applications for 323 alterations were processed. 225 applications were approved, 4 were approved with provisions, 5 were approved as an exception, 1 was withdrawn, 1 was tabled, and 3 were denied. 47 applications were approved through the *Speedy Process*. These numbers illustrate the extent to which the committee members spent time and energy working with residents to reach optimum results. The most popular alteration approval request was for color change (37 applications), landscaping (30 applications), lighting (28 applications), shed (27 applications), Fence (24 applications), and patio and walkways (22 applications).

PROGRAMS AND SPECIAL EVENTS

Programs and special events sponsored by the Village Board over the past year included: Block Party and Cul-De-Sac Grants, Ladies' Night Bingo, Hands only CPR and AED training, Combatting Mosquitos seminar, Combatting Chronic Knee Pain Seminar, Effective Stretching Seminar, 50+ Luncheon, Exploring Columbia on Foot walk, Community Clean Up Days in the Fall and Spring, two Family Fun Bingo nights, Scarecrow Making, Halloween Happenings, Lunch with Santa, Cookies and Craft with Santa, two Document Shredding Events and electronic recycling, two Community Flea Markets, registration in the Watch Your Car Program & Free VIN Etching, three gardening seminars, the Annual Volunteer Dinner and co-sponsored the Board of Education Candidate Forum.

CLASSES

We offered 24 class sessions at Amherst House this year. They include Pilates, Zumba, Yoga, and Refit® Dance Fitness. While we expect to continue most of our current class offerings of Pilates, Zumba and Refit® Dance Fitness, we are always looking for new ideas. If you would like to see a particular class offered or are able to teach a course, please call Amherst House. All teachers must secure liability insurance.

AMHERST HOUSE

We also rent Amherst House for functions. If you are interested in hosting a wedding, party or business meeting, please call for our very reasonable rates. We are open to CA residents and non-residents for rentals. A strong emphasis is placed on maintenance of our facilities and a large part of the interior of Amherst House is painted annually. The Neighborhood Center at Meeting Room in Macgill's Common, which was the former long term home for Children's Time Preschool is now being leased by Columbia Association.

THE VILLAGE OFFICE

The village office is located at Amherst House and is open from 9 am to 9 pm Monday through Thursday, 9 am to 5 pm on Friday, and 10 am to 1 pm on Saturday. The office offers many services such as information and referrals, copying, notary, faxing and bus ticket sales. The village newsletter, *The Crown Prints*, is distributed to residents through the *Columbia Flier* on the second and fourth Thursday of each month or send us your email and we'll send it to you directly. Please drop by anytime you need information or visit our web page at www.kingscontrivancecommunityassociation.org or on Facebook at Kings Contrivance Village or Twitter @Village of KC.

With warm regards,

Beverley Meyers
Village Manager
July 19, 2017

FY17 End of Year Financial Report

INCOME		EXPENSES	
Columbia Association Allocation	\$255,705	Staff Salaries & Benefits-12 employees	\$249,500
Facility Leases & Rentals	\$104,818	Janitorial Expenses	\$18,573
Classes	\$11,815	Instructors' Fees	\$7,964
Special Events	\$2,202	Fees/Mileage/Food	\$13,297
Interest	\$133	Operating Supplies & Products, postage & printing	\$8,975
Fees	\$108	Utilities	\$14,642
Sales/Other	\$2,405	Insurance & Taxes	\$9,308
Newsletter Ads	\$9,950	Special Events	\$9,551
Gain on disposal of assets	(\$0)	Donations	\$480
Misc.Other	(\$0)	Building & Equipment Maint. & Improvements	\$10,274
Returned to Village Wide Contingency Fund	(\$16,657)	Newsletter	\$19,117
		Furniture & Fixtures	\$1,666
		Advertising	\$3,187
TOTAL	\$370,479	TOTAL	\$366,534

Depreciation: \$5,524