

End of the Year Report-FY 2016

This annual report highlights the activities accomplished by the Kings Contrivance Village Board and staff between May 1, 2015 and April 30, 2016. April marked our village's 39th 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: Jenna Salmon; 2nd Vice-chair: Fred Niziol; and members: Shari Zaret, Melissa Hogle, Christiana Mercer Rigby and Ronald Kolb, who resigned in November 2015. 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; Dawn Linthicum, Events & Information Coordinator; Erika Cheney, Operations Coordinator; Gail Robinson, Bookkeeper; Patricia Hricko, Administrative Assistant; Julie Steffanoff, Head Facility Assistant; Darshana Dave, Kelly Dutcher, Grace Cheney, 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; merged activities of the KC Environmental Committee to include Watershed activities; funded and supported the Environmental Committee to include a Fall and Spring Clean Up and bi-monthly meetings; offered cul-de-sac beautification and block party grants; recognized The Albano Family as Volunteers of the Year; approved KC neighborhood pool closings

schedule; donated funds to Howard County Police Department and Columbia Pedal and Paddle to benefit the Ulman Cancer Fund; donated a free use of Amherst House to Hammond High School Gala for their fundraiser and The Orthodox Church of St. Matthew for their silent auction; collected clothing for CA's Teen Center outreach program and school supplies for the "Prepare for Success" program and met with various agencies including, Ian Kennedy, Horizon Foundation regarding the Open Streets Demonstration, CA Board representatives, Andy Stack and Nancy McCord to overview CA projects, Howard County Police Department's Pathway Patrol, representatives from Kimco regarding new Village Center sign criteria, CA staff and Retrofit Baltimore to hear about the Solar Co-op, President of non-profit, Village in Howard regarding their programs and CA Aquatics department.

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, Irene Borowicz, Bruce Altschuler, Jason Protheroe and Joe Haugh meets twice monthly, on the second and fourth Wednesday, to review architectural alteration requests. 124 letters of compliance/non compliance were issued in FY16. 111 inquiries were logged in and dealt with by the covenant advisor, 83 were successfully resolved in FY16. 22 were found not to be village covenant violations. 6 complaints remained unresolved at the end of the fiscal year. 227 applications for 344 alterations were processed. 191 applications were approved, 11 were approved with provisions, 3 were approved as an exception, 1 was withdrawn, 2 were tabled, and 7 were denied. 14 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 (45 applications), landscaping (28 applications), Deck (27 applications), lighting (23 applications), shed (23 applications) and Fence (21 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, flower transfer and jewelry craft workshops, 50+ Luncheon, Community Clean Up Days in the Fall and Spring, two 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, Watch Your Car Program & VIN Etching, three gardening seminars and the Annual Volunteer Party.

CLASSES

We offered 27 classes at Amherst House this year. They include Pilates, Zumba, Yoga,

and Massage Wellness. While we expect to continue most of our current class offerings of Pilates, Zumba, Yoga and our new classes 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. Please drop by anytime you need information or visit our web page at www.kingscontrivancecommunityassociation.org or on Facebook at Kings Contrivance Village.

With warm regards,

Beverley Meyers
Village Manager
July 6, 2016

FY16 End of Year Financial Report

INCOME		EXPENSES	
Columbia Association Allocation	\$248,539	Staff Salaries & Benefits-12 employees	\$238, 871
Facility Leases & Rentals	\$113,365	Janitorial Expenses	\$17,887
Classes	\$11,182	Instructors' Fees	\$6,261
Special Events	\$1,915	Fees/Mileage/Food	\$15,707
Interest	\$125	Operating Supplies & Products, postage & printing	\$8,452
Fees	\$191	Utilities	\$14,774
Sales/Other	\$1,819	Insurance & Taxes	\$8,149
Newsletter Ads	\$7,815	Special Events	\$6,915
Gain on disposal of assets	(\$0)	Donations	\$150
Misc.Other	(\$15)	Building & Equipment Maint. & Improvements	\$6,849
Returned to Village Wide Contingency Fund	(\$24,166)	Newsletter	\$21,549
		Furniture & Fixtures	\$3,807
		Advertising	\$933
TOTAL	\$360,770	TOTAL	\$350,304

Depreciation: \$4,914