



**Southern Village Homeowners Association
Manager's Report
November 30, 2016**

Financials

As always, monthly financials are posted on the community website. Also, Tara & Jerry meet each month to review the financials. Next, the Board of Directors at the November meeting approved the 2017 budget. Dues invoices will be going out in the mail in December.

Work Orders

Since the last report 3 work orders were opened & 7 work orders were closed.

Landscaping

Winter landscaping schedules are being followed by both Ruppert Landscape (common areas) & US Lawns (townhomes, courtyard homes & Arlen Park). What this means is the crews will only be on site 1-2 times per month, depending on the weather & other schedules. They will simply be cleaning up the landscape areas, as all mowing, etc. will stop until spring.

Special Project(s)

Rushton Paving Company will be repaving the small alley behind 103 Hillspring in December.

Next Board Meeting & Annual Meeting

The next Board meeting will be Tuesday, January 10, 2017 at 6:30pm at 101 Market Street. Also, the Annual General Membership (AGM) meeting is set for Tuesday, February 21, 2017 @ 7pm at Christ Church (800 Market Street). These meetings & all meetings of SVHOA are open to the public. Information on these meetings has been posted on the community website.

Also, the AGM packet needs to be finalized & ready for mailing no later than January 20, 2017 (as the HOA documents require 30 days' notice). What this means is whatever the Board wants to include in the AGM packet must be created, reviewed & approved by January 20th.

Website

Weekly updates continue with the community website. Also, we continue to use the electronic newsletter function of the website (up to 700 e-mails are receiving information from SVHOA).