



McCullough Neighborhood Association, Inc.

c/o Kuester Management Group
PO Box 3340, Fort Mill, SC 29716
888-600-5044 McCullough@kuester.com www.kuester.com

August 29, 2024

Property: Address

Sent via US Mail and Email

If you did not receive email notification of the notice, please update your contact information by contacting us at support@kuester.com or visiting the below link:
https://kuester1.formstack.com/forms/contact_update

OFFICIAL NOTICE OF ANNUAL MEETING & BUDGET RATIFICATION

Please be advised that under the provisions of the Governing Documents of McCullough Neighborhood Association, Inc., you are hereby notified that an ANNUAL MEETING & BUDGET RATIFICATION will be held virtually.

Join McCullough Neighborhood Association, Inc. Virtual Annual Meeting
October 16, 2024 at 06:00 PM

Go to <https://kuester.zoom.us/join>

or join by phone by calling (646) 558-8656

Enter the below codes:
Meeting ID: 870 0459 7208
Passcode: 439133

The purpose of the annual meeting is to provide community updates, elect members to the Board of Directors, review the 2024 financial position, and ratify the 2025 Budget.

Enclosed in this meeting packet is a calendar outlining the events and timeline for the meeting and election process. After the Annual Meeting, written ballots will be sent to all owners providing you the opportunity to cast your vote.

Quorum

Official Association business will be conducted by mail-in ballot and not during the Annual Meeting, therefore a quorum will not be required for the Annual Meeting. However, quorum will be required as it relates to the formal Board of Directors election.

For the formal election to be valid, at least **10% or 75 owner ballots** must be returned to meet the Association's quorum requirements. **The deadline to submit ballots for the Board Election is November 05, 2024 at 5:00 pm.**

If a quorum is not met, then the Association will have to recall the election, which will require another notice to be mailed, which is an additional cost to the Association.

Board of Directors Nominations and Election

The Board of Directors currently has **2 seats** that are open for election. The open seat(s) will be for a **2-year term**.

If you are interested in serving on the Board of Directors, please scan the QR code below to **submit your nomination form prior to October 16, 2024 at 5:00 pm**. For all nominees, there is a highly recommended **Board Member**

Workshop on Monday, September 16, 2024 at 6:00pm at the NC Clubhouse (12030 Miller Glen).

In addition to the nomination form, we will take nominations from the floor at the Annual Meeting. During the Annual Meeting, candidates will have the opportunity to address the membership as to why they are a good candidate for the Board of Directors. After the Annual Meeting, an election ballot with the candidate biographies will be mailed to all Members.

We invite the Membership to join our **Meet the Candidates Event at the NC Clubhouse (12030 Miller Glen) on Monday, October 21, 2024 at 06:00 pm.**

The day after the Meet the Candidates, an email with the list of candidates will be sent to the Association, and the electronic ballot will open by 12:00 pm. **All ballots must be returned by November 05, 2024 at 5:00 pm.**

To ensure you receive the list of candidates via email, you can register for your online account. Visit <https://Kuester.com> and click "Homeowner Login" in the top right corner to register.

Please note, candidates will be running for a position on the Board, not for a specific office. Specific officer positions are elected internally by the members of the board, as described in the Association Bylaws.

Budget Ratification

The Board adopted 2025 budget will be reviewed during the meeting. We have included a copy of the proposed budget in this mailing for your review prior to the meeting. The 2025 Board adopted budget will automatically be ratified unless it is rejected by a majority of owners, or any larger vote specified in your community's Declaration of Covenants, Conditions and Restrictions (CCRs).

Quorum is not required for Budget Ratification as per the Declaration Article IV, Section 3:

It shall be the duty of the Board to prepare a budget covering the estimated costs of operating the Association during the coming year, which may include a capital contribution or reserve in accordance with a capital budget separately prepared. The Board shall cause the budget and the annual assessment to be levied against each Lot for the year (or portion thereof in the case of the initial budget) to be delivered to each member at least thirty (30) days prior to the due date and a notice of the meeting to consider ratification of the budget (which notice shall include a statement that the budget may be ratified without a quorum being present). The date of the meeting of the members to consider ratification of the budget shall be not less than ten (10) days nor more than sixty (60) days after mailing of the budget and notice. There shall be no requirement that a quorum be present at the meeting for ratification of the budget. The budget is ratified and the assessment shall become effective unless disapproved at a meeting by at least seventy-five (75%) percent of the Total Association Vote.

After the annual meeting, a ballot will be mailed to all Members for the Ratification. If you elect to reject the budget, you will need to **return your ballot by November 05, 2024 at 5:00 pm.**

2025 Assessments

Once the budget is ratified, please be advised that the 2025 assessment will **increase to \$1,331, payable in quarterly installments of \$332.75 in January, April, July, and October. Additionally, single-family homeowners in North Carolina will be subject to an extra landscape assessment covering landscaping and pine straw services.**

If you have any questions regarding the meeting process, this notice, or the enclosed documents, please contact Kuester Management Group at McCullough@kuester.com. We look forward to your participation in this year's Annual Meeting.

Respectfully,

Megan Smith, CMCA®, AMS®
Community Manager
Kuester Management Group



888-600-5044 McCullough@kuester.com www.kuester.com

McCullough Neighborhood Association, Inc. Annual Meeting Calendar

September 16 @ 6 PM: New Board Member Roles & Responsibilities Workshop

Interested in becoming a Board Member? We strongly encourage you to join current Board members for an informal workshop to learn more about our work.

This will be in person, at the NC Clubhouse at 6 PM!

September 17 – October 16 by 5 PM: Call for Candidates

Interested parties, please add your name to the ballot by filling out the Board Nomination Form.

October 16 @ 6 PM: Annual Meeting of the Members

This meeting will be held virtually on the Zoom platform. Join virtually or call in using the information below.

After the meeting, ballots and the Candidate Biographies will be mailed to the Members.

October 21 @ 6 PM: Meet the Candidates

Meet the Candidates at our NC Clubhouse located at 12030 Miller Glen, Pineville, NC at 6 PM.

October 22 by 12 PM: Electronic Ballots Emailed

Multiple ballots per home will not be counted, and the first submission will be the official vote. You are welcome to submit the ballot electronically or submit the paper form mailed to you.

October 22 – November 5 by 5 PM: Voting is Open

Voting for the Board of Directors election and the 2024 Budget Ratification are open! Submit your ballot for each of these to have a voice!

November 8: Election Results Announced

The Board of Directors results will be announced via eblast.

Thursday, November 14 @ 6 PM: Board of Directors Meeting

First Board of Directors meeting for the new Board. At this meeting, the 5 Board members will elect their officers' positions. An additional eblast with this information will be sent to owners. This meeting is not open to the public.



888-600-5044 McCullough@kuester.com www.kuester.com

McCullough Neighborhood Association, Inc.
Annual Meeting Agenda
October 16, 2024 at 06:00 PM
Virtual Zoom Meeting
<https://kuester.zoom.us/join>
Meeting ID: **870 0459 7208** Passcode: **439133**

- Call to Order, Introduction & Welcome
- Board Nominations
- 2024 Financial Review
- 2025 Budget Ratification
- Election Ballot Due Date
- Adjournment
- Homeowner Q&A Session (please hold questions until this time)

Homeowner Questions & Concerns

While questions will be taken from the floor as time permits during the Q&A session held at the end of the meeting, pre-submitted questions will be addressed first.

- Visit https://kuester1.formstack.com/forms/annual_meeting_questions
- Email Questions To : McCullough@kuester.com with **McCullough Neighborhood Association, Inc. Annual Meeting Question** in the subject line
- Scan the QR Code to the right
 - To utilize the QR Code, simply open the camera on your smartphone, and hold it over the QR Code for web access to the online form.



SCAN ME
Meeting Question
Form

Quick Reference Guide

Quorum Requirements: **10% or 75 ballots**
Due Date of Ballots: **November 05, 2024 at 5:00 pm**

Board Seats Open: **2**
Board Terms: **2-year term**
Due Date of Board Nomination Form: **October 16, 2024**

2025 Assessments will **increase to \$1,331, payable in quarterly installments of \$332.75 in January, April, July, and October.** Additionally, single-family homeowners in North Carolina will be subject to an extra landscape assessment covering landscaping and pine straw services.



SCAN ME
Contact Update
Form



SCAN ME
Payment Update
Information



888-600-5044 McCullough@kuester.com www.kuester.com

McCullough Neighborhood Association, Inc. Board Nomination Form

We appreciate your interest in serving on your Board of Directors. The participation of dedicated homeowners like you is key to the success of your community. It is important to note that the information provided in this form will be presented to the membership as part of the election at the Annual Meeting. **Information submitted will not be edited for grammatical or punctuation accuracy.**

Your Name: _____

Property Address: _____

Email Address: _____ Phone Number: _____

Length of time you have lived in the community: _____

Are you current on Association dues/assessments: _____ Yes _____ No

Briefly describe the interest and experience that makes you a good candidate (additional page may be attached):

All Forms must be received by the Kuester Office by October 16, 2024 at 5:00 pm via:

- Visit: https://kuester1.formstack.com/forms/call_for_candidates
- Email Form To : McCullough@kuester.com, with **McCullough Neighborhood Association, Inc. Board Nomination** in the subject line
- Mail Form To: McCullough Neighborhood Association, Inc.
c/o Kuester Management Group
PO Box 3340 Fort Mill, SC 29716
- Scan the QR code to the right
 - To utilize the QR Code, simply open the camera on your smartphone, and hold it over the QR Code for web access to the online form.



**SCAN ME
Board
Nomination Form**



McCullough Neighborhood Association, Inc.

Operating Income Accounts

Account	GL Name	2024 Budget	2025 Budget	Description
40-4010-00	Assoc. Assessments - NC	\$544,700.00	\$559,020.00	Assessments paid by owners: \$1331 each Total homes: 742 NC SFH: 420 SC SFH: 240 TOA: 82
40-4011-00	Assoc. Assessments - SC	\$313,300.00	\$319,440.00	
40-4020-00	Master Assessments - TH NC	\$106,600.00	\$109,142.04	
40-4045-00	Assessments To Reserves	-\$185,595.48	-\$131,112.04	
40-4066-00	Capital Contribution - SC	\$0.00	\$15,972.00	Capital Fee/Transfer fee: charged on resales in SC
40-4066-01	Capital Contribution To Reserves - SC	\$0.00	-\$15,972.00	GL 4066 - transfer to reserve account
40-4081-00	Landscape Assessment - NC	\$314,250.00	\$315,425.00	NC SFH Landscape assessment (expense GL 7011 = net zero)
40-4083-00	Landscape Assessment - NC Pine Needles	\$58,660.00	\$50,000.00	NC SFH pine straw assessment (expense GL 7045 = net zero)
40-4100-00	Late Fee Income - NC	\$4,000.00	\$4,000.00	
40-4101-00	Late Interest Income - NC	\$4,000.00	\$4,000.00	
40-4110-00	Late Fee Income - SC	\$4,000.00	\$4,000.00	
40-4111-00	Late Interest Income - SC	\$4,000.00	\$4,000.00	
40-4120-00	NSF Fee Income - NC	\$500.00	\$0.00	
40-4121-00	NSF Fee Income - SC	\$500.00	\$0.00	
40-4163-00	Interest Income - Investment(S)	\$5,000.00	\$0.00	
40-4500-00	Amenity Rental Income	\$15,000.00	\$15,000.00	Ancillary income
40-4510-00	Pool Income - Passes/Keys - NC	\$375.00	\$0.00	Clubhouse & pool party rental income
40-4511-00	Pool Income - Passes/Keys - SC	\$375.00	\$0.00	Access cards purchased by owners
Operating Income Accounts Total		\$1,189,664.52	\$1,252,915.00	

Operating Expense Accounts

Administrative		Description	
50-5010-00	Management Fees + Onsite Staff	\$170,000.00	\$182,000.04
50-5110-00	Office Supplies	\$1,500.00	\$1,500.00
50-5112-00	Mgt Co Admin Fees	\$4,000.00	\$1,305.00
50-5115-00	Website Fees	\$0.00	\$1,500.00
50-5120-00	Bulk Mailings/Newsletter Expense	\$3,500.00	\$3,500.00
50-5124-00	Legal/Litigation Fees	\$5,000.00	\$25,000.00
50-5125-00	Legal/Collection Fees	\$0.00	\$0.00
50-5127-00	Audit/Tax Preparation	\$4,480.00	\$4,500.00
50-5130-00	Postage/Delivery	\$350.00	\$336.00
50-5150-00	Property Insurance - Policy/Premium	\$18,000.00	\$21,600.00
50-5170-00	Permits/License/Fees	\$500.00	\$525.00
50-5180-00	Property Taxes	\$1,000.00	\$1,000.00
50-5190-00	ARC Review	\$7,000.00	\$0.00
50-5200-00	Violation Notices	\$1,000.00	\$2,100.00
50-5209-00	Committee - Landscape	\$1,000.00	\$500.00
50-5210-00	Committee - Social	\$16,000.00	\$15,000.00
50-5212-00	Committee - Amenities	\$2,500.00	\$1,321.05
50-5213-00	Committee - Communications	\$500.00	\$1,000.00
50-5214-00	Committee - Safety	\$500.00	\$10,000.00
50-5215-00	Committee - Standard	\$500.00	\$500.00
50-5217-00	Committee - Finance	\$500.00	\$0.00
50-5220-00	Billing Statements	\$6,000.00	\$4,235.00
50-5400-00	1/2 Late/Fines Fees To Mgmt Co	\$8,000.00	\$8,000.00

Building & Grounds				
60-6125-00	Extermination Common/Termite Bond	\$1,800.00	\$1,850.00	Annual termite bond
60-6225-00	HVAC	\$0.00	\$1,190.00	Preventative maintenance on HVAC units
60-6375-00	Stormwater Maintenance Contracts	\$0.00	\$45,000.00	Covers detention ponds, lake, stormwater devices (BMP's)
60-6377-00	Pond/Fountain - Repair & Maint.	\$20,000.04	\$0.00	Not in use for 2025
60-6550-00	Maintenance - General	\$60,000.00	\$40,000.00	General maintenance of common areas
60-7010-00	Landscape - Contract	\$118,124.52	\$102,000.00	Common area landscape contract
60-7011-00	Landscape - Contract NC SF	\$314,250.00	\$315,425.00	NC SFH landscape contract (income GL 4081 = net zero)
60-7015-00	Landscape - Irrigation Contract	\$0.00	\$23,000.00	Irrigation contract (Common areas)
60-7030-00	Landscape - Irrigation Repair	\$0.00	\$20,000.00	Irrigation repairs (Common areas)
60-7035-00	Landscape - Repair & Maint.	\$30,000.00	\$21,000.00	Landscaping repairs/replacements
60-7040-00	Landscape - Seasonal	\$15,000.00	\$12,500.00	Seasonal flowers
60-7042-00	Landscape - Pinestraw / Mulch	\$45,000.00	\$40,000.00	Common area pine straw & mulch
60-7045-00	Landscape - Pinestraw NC	\$58,659.96	\$50,000.00	NC SFH pine straw contract (income GL 4083 = net zero)
60-7051-00	Retaining Wall R&M	\$0.00	\$5,000.00	Annual retaining wall inspections
Community Amenities				
80-8210-00	Pool - Contract NC	\$75,000.00	\$80,252.91	NC pool: contact with lifeguards
80-8215-00	Pool - Contract SC	\$15,000.00	\$15,300.00	SC pool: maintenance only contract
80-8220-00	Pool - Repair & Maint.	\$10,000.02	\$7,500.00	Additional repairs and/or maintenance outside contract
80-8221-00	Pool - Security/Keys/Locks	\$2,000.04	\$2,000.00	Pool access cards database management
80-8240-00	Pool - Supplies/Furniture	\$3,500.04	\$8,000.00	Additional materials outside contract
80-8302-00	Tennis Courts - Improvement	\$2,000.04	\$2,000.00	Maintenance & repairs of tennis courts
80-8403-00	Playground - Repair & Maint.	\$2,000.04	\$2,000.00	Maintenance & repairs of playgrounds
80-8504-00	Clubhouse - Janitorial	\$8,000.04	\$8,000.00	Clubhouse cleaning contract
80-8505-00	Clubhouse - Repair & Maint.	\$2,000.04	\$2,000.00	Clubhouse repairs
80-8506-00	Clubhouse - Extermination	\$2,000.04	\$2,275.00	Clubhouse pest control
80-8508-00	Clubhouse - Exercise Equip R&M	\$2,000.04	\$2,000.00	Gym maintenance and repairs
Utilities				
90-9010-00	Electricity - General Usage	\$69,999.62	\$75,000.00	Irrigation clocks, clubhouse and pool houses
90-9013-00	Electricity - Street Lights	\$15,000.00	\$15,450.00	Street lights
90-9020-00	Water/Sewer - General Usage	\$60,000.00	\$62,000.00	Main line water & irrigation
90-9041-00	Telephone - Clubhouse/Pool	\$1,500.00	\$1,500.00	Emergency phones at pools
90-9050-00	Trash Removal - Collection	\$500.04	\$750.00	Weekly garbage/recycling pick up
90-9070-00	Internet	\$4,500.00	\$4,500.00	Internet at clubhouse and entrance/exit cameras
Operating Expense Accounts Total		\$1,189,664.52	\$1,252,915.00	
Operating Accounts Net		\$0.00	\$0.00	
Reserve Income Accounts				
Account	Account Name	2024 Budget	2025 Budget	Description
40-4045-01	Assessments To Reserves	\$185,595.48	\$131,112.04	Reserve contribution
40-4066-01	Capital Contribution - SC	\$0.00	\$15,972.00	Capital Fee/Transfer fee: charged on resales in SC
40-4163-01	Interest Income - investment(s)	\$15,000.00	\$0.00	Not budgeted for as this is ancillary income
Reserve Income Accounts Total		\$200,595.48	\$147,084.04	
Reserve Expense Accounts				
Building & Grounds				
60-7031-01	Irrigation System Replacement	\$0.00	\$60,000.00	2023 reserve study: partial replacement up to 10%
Community Amenities				
80-8503-01	Clubhouse - Exercise Equip	\$0.00	\$12,855.00	2023 reserve study: replace in 2025
Expense Accounts Total		\$0.00	\$72,855.00	
Reserve Accounts Net		\$200,595.48	\$74,229.04	