

Chinquapin HOA

Strategic Work Plan 2026

Communications Vision

“To keep homeowners informed and engaged through clear, timely, and consistent communication which builds relationships and strengthens our community.”

Comms Goals Q1-Q2

- Comms Templates: Welcome Letter revised, Comms email templates, Brand standards evaluation
 - Content Calendar: Created a plan through May - working with Board members to publish specific content throughout the year
 - Wix Owner Website - cross training on Wix platform to have additional Admin Support
 - Comms Platform for GM & Community - on pause due to cost (\$25K / year plus implementation costs). Trying low / no-budget options such as Google Workspace, Slack
 - Public and Owner site redesign - outsource the redesign for better navigation, brand management, and marketing of Chinquapin (\$2,500-\$7,500)
 - Townhall in March - include pre-read materials in deck
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Social Vision

“To create welcoming, memorable experiences that bring neighbors together through seasonal celebrations, shared spaces, and meaningful moments.”

Social Goals Q1-Q2

- Seasonal Series: Decision on dates, bands, catering for 4 parties in Q1
 - Special Music Events: incorporate new events into additional parties (beyond the 4) and create new format (ex: smaller venue)
 - Bourbon Tasting: scheduled for Feb 7
 - Happy Hours: Friday nights April through October
 - Activities: Plan 1-2 conservation/trail events for summer - secure speaker/host and dates
 - Decor: Create community decor for gates, doors, common spaces for seasons and parties. Plan has been created - submit budget estimates in Q1.
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Policy & Compliance Team Vision

“To support a well-governed community by promoting fair, consistent, and transparent policies”

Policy & Compliance Goals Q1-Q2

- ARC
 - Engage Architecture firm in Q1
 - Recruit addition committee members
 - Define ARC committee role in conjunction with architect

 - Policy & Compliance
 - Rental Policy and Procedures including studio and garage apts
 - Combining and uncombining lots
 - Delinquent accounts and collections policy
 - Fine procedure
 - Recruit additional committee members
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Administration Vision

“Ensure the efficient and compliant operation of the community with clear delegation of responsibilities and respective accountability.”

Administration Goals Q1-Q2

- Agreements
 - Negotiate a more formal agreement with High Hemlock
 - Assure there is proper legal agreements with the Carlton Conservancy and NALT

 - Compliance
 - Review and recommend the appropriate ABC licensure and draft policy to the policy and compliance committee
 - Attain needed alcohol liability insurance if needed

 - Systems
 - Upgrade network, cameras, computer and other IT infrastructure
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Finance Vision

“Create an efficient , compliant and transparent financial structure for the community”

Finance Goals Q1-Q2

- Complete a Reserve Study in collaboration with Operations
 - Evaluate Property Management company and options for financial and other services in collaboration with administration
 - Develop regularly and transparent financial reports
 - Create financial policies to governance the community assets
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Operations Vision

“Develop and organized and cost effective system for maintenance of the community including a three year plan for enhancements and capital projects. Evaluate and negotiate vendor contracts for services to accomplish our goals. Seek the input of the community on priorities through the operations committee.”

Operations Goals 2026

- Bridge inspections and quotes
 - Road and shoulders repair
 - Post-office security and exterior landscape clean-up
 - Pickleball restriping, additional netting
 - Batting cage repairs
 - Gates - evaluate and test new capabilities
 - Outpost facilities improvements interior & exterior
 - Trading post improvements interior & exterior
 - Maintenance building improvements; equipment and service plans
 - Driving range repairs
 - Landscape improvements around general grounds
 - Developer completion of water system
 - Other: removal of archery stations
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Trails and Conservation Vision

“Create and maintain a trail system and other assets that establish our community as the premier nature focus community in the region.”

Trails and Conservation Goals Q1-Q2

- Do a three year strategic plan for the trail system
- Identify and repair high risk bridges and areas
- Plan to address cart paths
- Continue to improve signage and maps
- Plan for Fish Shack