

**WHITE HORSE PARK COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING MINUTES**

-DRAFT-

April 22, 2023 Open Meeting



Meeting Procedure: – Meetings are recorded by the Secretary to be used / deleted upon completion of the Minutes. The Lot Owners' *Open Forum* is scheduled before any vote is taken by the Board. The Board reserves the right to add and remove vote items during the meeting, and Agenda items may be added by the Board during a pre-meeting work session.

Call to Order 10:00am

Attendance: - Live - 32 / Zoom - 14 / Total lots represented = 46

Pledge of Allegiance

Introduction of Board Members:

Pat Heath - President

Tammy Franklin - Vice President

Brian Fenstermacher - Treasurer

Jon Gilmore - Secretary

Terry Lenhart - General Member

Approval of Minutes: Prior to approval of the March 2023 Meeting Minutes, Jon informed the Members of an error he made in the Minutes (draft). The correction was noted, followed by a motion for approval by Brian Fenstermacher and seconded by Jon Gilmore. There were no opposing votes to approval of the March 2023 Meeting Minutes. All Meeting Minutes are available on the WHP Website.

Property Manager Report: Janice Carr offered a presentation. Highlights: 1) Janice thanked Valerie Clark for helping out with zoom. 2) Three large repairs were needed, with all but one still not completed. 3) The new flag pole is installed. 4) Boat stickers are available in the office. 5) The BOD Elections take place at the June Annual Meeting and submission for nominee resumes must be received by the Secretary no later than May 10th. 6) Janice thanked owners for following the new rules and guidelines associated with Renting their Unit.

Treasurer Report: By Brian Fenstermacher: Brian read from his prepared March Financial Commentary which was made available at the meeting, and is available on the Park's website, here: <https://0483b67.rcomhost.com/financials/> Highlights were the explanation of increases in costs associated with maintaining the Park / The Accounts Receivables decrease of \$15,000.00, lower than Brian can remember while serving on the Board, and Collections have also gone down. In closing, Brian mentioned rewards points earned on the new Credit Card in the amount of more than \$600.00.

Treasurer Report Approval: A motion was made by Jon Gilmore to approve the March 2023 Financial Report, seconded by Tammy Franklin. Approval was unanimous by vote of the Board and Members.

Committee Reports:

***Marina Committee Members:** Phil Wood and Ted Pedzich. Phil's report included news of the Marina's flagpole of 40 years being replaced by a new flag pole. 2) Oysters shells will be added to the area around the new flagpole. 3) Phil mentioned purchase of new Kayak racks 4) Free boat safety inspections by the Coast Guard Auxiliary will take place after the June 24th Annual Meeting with the traditional hotdog social cookout - everyone is welcome. Updates or changes will come from Phil to all boat owners.

Committee Reports Continued:

***ECC Committee Members:** Leroy Weinreich (Chairperson), Craig Small, Susan Waskey, Leroy Weinreich, Eugene Neighoff, Beverly Valtos . **Report by Susan Waskey:** Highlights: 1) Reminder to fill out ECC Applications with photos included if possible. ECC Members work from home and do inspections when they are in the Park. 2) It's important to update Applications if plans change. 3) All ECC Members work well together, and volunteers are needed. 4) Susan mentioned her 11 years service to the Park as an ECC Member.

***Clubhouse Committee Members:** Betty Michalak (Chairperson), Sandy Morgan, Julia Mummert, and Ginger Fromm. **Report by Betty Michalak, Clubhouse Chairperson,** Highlights: 1) Bingo starts at 6:30pm and on Sunday a Coffee & Donuts Social will take place between the hours of 9am and 11am. 2) May 13th is the Park's Yard Sale. A problem arose which does not allow the Public to enter the Park. A decision is pending on whether sale items will be available at Owner's lots, at the Clubhouse, or at the Pavillion. Updates will be forthcoming via an email blast from the Office. 3) The first of the year's Ice Cream social is planned for May 13th from 6:00 pm to 8pm, with Volunteers needed and welcome. 4) May 27th will be another Ice Cream Social, same hours. 5) Events scheduled for May 28th are the 9:30am Wreath Laying Event at the Marina hosted by Laura Bivona and Terri Koller, the Memorial Day Picnic which is scheduled from 1pm to 5pm (Volunteers are needed), and the day will end with a Movie Night Event held at the Clubhouse, starting at dusk. 6) Monday the 28th will start with a Coffee & Donut Social from 9am to 11am.

***Beautification Committee Member:** Terri Koller (Chairperson). **Report by Pat Heath:** Highlight: 1) Terri Koller is away in North Carolina awaiting the birth of her 1st Grandchild.

New Business / Announcements:

***Weed Spraying:** (added during the Board's pre-meeting): A list will be created in the Office for Owners who would like their driveway sprayed for weed control. Next, the Park's lawn company will offer a bid based on the number of lots recorded on the list.

***Kayak Storage Rule:** With the pending purchase of new Kayak Racks, Owners shall store their Kayak on the Park's rack or keep them out of sight somewhere on their Lot. The cost of securing space on one of the Kayak Racks is \$35.00 a year (with purchase of a sticker). Purchase allows storage throughout the year and off season.

Old Business / Unfinished Business:

*** 2023 BOD Election: Pat announced:** 1) There are two openings coming up for election this year, open to all Owners. 2) Election takes place at the June 24th Annual Meeting. 3) The deadline for submitting Candidate Resumes is May 10th. 4) A Candidate introduction and Q&A session will be held at the May 27th BOD Meeting. **Jon followed up:** 1) The list of Election Committee Members are Valerie Baker-Clark, Sam Clark, Ginger Fromm, Linda Underwood, John Underwood, and Jerry Spurlock. 2) Annual Meeting Volunteers are: Tim Mummert, Julia Mummet, Susan Waskey.

Old Business / Unfinished Business Continued:

*** Revopay / Autopay:** Brian explained the timeframe between when a payment is made by an Owner and when it is applied to QuickBooks: 1) Confusion can happen when Owners view their quarterly statement where a payment was made, yet the payment wasn't shown on their statement. 2) Brian explained that a full "business day" is required for clearing the bank and processing a payment to the QuickBooks accounting program.

***Impromptu item:** Board Member Tammy reminded Members of the Community Clean Up Day scheduled for May 6th. Volunteers are needed. Pat mentioned that if an Owner with special needs requires help spring-cleaning around the outside of their property, and if an Owner knows someone who needs assistance, a Volunteer could help with outdoor clean up. Contact the Office.

***Open Forum Rules:**

- * Please be respectful.
- * Limit 'the floor' to no more than 3 minutes per "lot".
- * Use a microphone when speaking.
- * State name and lot number prior to speaking.
- * Owners on Zoom must use the chat feature when asking questions or making a comment.

*** Open Forum:**

Lot #434: Reminded Owners that the tick population seems to be heavy this spring. The owner discovered more than one tick, was bitten by one and has been put on meds to deal with the tick bite.

Virtual (Zoom) Open Forum:

Lot #153: Q: Can the items for the upcoming meetings also be sent when the zoom link is sent?

A: Document pdfs could be attached to the Zoom link email blast. Most meeting related documents, financials included, are available on the website. A better understanding of what specific information is requested would be helpful. Let the office know what you need.

Lot #153: Q: Are we allowed to spray w/ the coastal protection? When I talked to DNR they said no to me.

A: A phone call to the local DNR will be done asap.

Lot #153: Article 6 Section 1 (d) says about the adoption of publish of rules and regulations and it only relates to association property, common areas, and facilities and personal conduct of members and guests.

Q: does the park have legality to deny access to renters due to late accounts of owners?

A: Yes. If Owners don't pay their dues etc., they can not rent their Unit.

Q: What is the due and timely notice to owners of potential changes to rules and regulations to homeowners?

A: This is no obligation for the Board to inform owners of potential changes to rules and regulations.

Follow up: Tammy read line by line, the WHP By-laws Article 6; Section 1; (d) which can be found on the Park's website, here:

https://whpca.org/_static/117b8ca619e28c606ca11a2b7aaa303b/by-laws.pdf?dl=1 And Tammy explained each point one by one in layman's terms.

Board Vote on open issues: No vote took place.

Motion to adjourn was called by Pat and seconded by Tammy. The meeting adjourned at 11:40am by majority vote.

Minutes (Draft) submitted by Secretary: Jon Gilmore 04/25/2023

Jon D Gilmore