

**WHITE HORSE PARK COMMUNITY ASSOCIATION  
BOARD OF DIRECTOR'S MEETING MINUTES  
July 24, 2021 - 10:00AM**



**Meeting Procedure** – The Lot Owners' *Open Forum* took place prior to any vote/action taken by the Board.

The Secretary announced that recording of the Meeting was being done to aid in preparation of the Minutes, which will be deleted once the Minutes were completed.

**Owner Attendance** (*Note: Unknown number of owners seated outdoors did not sign in*) = **70 [known] lots in attendance.**

**Call to Order - 10:15am**

**Pledge of Allegiance**

**Introduction of Board Members**

President: Pat Heath

Vice President / Treasurer: Brian Fenstermacher

Secretary: Jon Gilmore

General Member: Tammy Franklin

General Member: Terri Koller

**Approval of Minutes:** None available from May 2021

**Property Manager's Report:**

Statements / Announcements made by Billie Reynolds:

\*Large volume of Information shared at the Annual Meeting was not repeated.

\*The new Hotspot and Zoom/Webinar option was made available.

\*Increase in the cost of ice; from \$2.00 to \$3.00 (7 pound bag)

\*The SkipJack Woman's Bathhouse – closed due to sewer drain issue, which was resolved and bathhouse reopened. Monitor what you flush into the Park's system.

\*Seahawk pole light's electrical service-line issue was repaired.

\***Joann Topolski** joined the ECC Committee.

\*Owners with Renters and Family Members entering the park; Gate card use is okay, once the initial registration is done at the office or by the Guards.

\*A video camera was moved and one installed to improve capture of vehicle's license plates.

## **Treasurer's Report: -June 2021-**

\*The Treasurer's Report Commentary can be found on the WHPCA Website / Financials / June 2021/ [July 24, 2021 BOD Meeting Financials Commentary](https://www.whpca.org/files/136164919.pdf) - <https://www.whpca.org/files/136164919.pdf>

## **Committee Reports:**

### **• ECC:**

**Members:** Ric Smith (Chair), Susan Waskey, Craig Small, Bonnie Stevens, Joann Topolski

Report read by Susan Waskey:

\*Annual inspections are completed.

\* Now working on re-inspections.

\* More information is beneficial, including photos or drawings, to expedite ECC approval process.

### **• Clubhouse Committee:**

**Members:** Laura Bivona (chair), Penny Condren, Fern Thomas

Report read by Committee Chairperson Laura Bivona:

\*Shared details Bike Parade (July 4<sup>th</sup>)

\*August 28<sup>th</sup> – Movie Night

### **• Marina Committee Members: Phil Wood and Ted Pedzich]**

\*No Member was available. Pat Heath covered:

\*No issues.

\*All slips are filled w/some available slips for rent.

\*Mentioned more stone needed to fill low spots.

## **New Business (comments by the President):**

\*Packages may be delivered to the Office for prompt pick up by the Owner, with concerns from Billie and Debbi. Rules were read and will be available in the Office.

\*Mailboxes – Refunds (\$125.00) would be made in the form of a credit and new pricing was announced.

\*Website revision - Tom Molyneaux volunteered to manage the WHPCA Website, with hopes to recover lost files.

\*Delivery of Newsletter by email – Currently 97 Owners do not maintain an email address in the office. Email service lowers cost of mailing items via USPS.

\*Review Declarations and By-Laws – Full rewrite of Declarations is being discussed.

\*Record Retention - Being discussed by the Board, is a new retention of documents policy and process.

### **New Business Continued:**

\*Dumpster Fines – Household trash only. A letter of warning from the refuse company was mentioned. A large dumpster(s) will be available in the Spring and also in the Fall. An increase in dumpster violation fines has been discussed by the BOD.

\*Oversize Breakers in electric boxes – Wrong sized breakers have been installed in some Owner's outside electric pedestal. The maximum amperage per lot is 65amps. Owners with over sized breakers installed, will be notified.

\*Activities to bring Community together – BOD member Tammy Franklin is heading this topic. She shared a list of community activities / events, which is the foundation for Tammy's agenda. Reach out to Tammy Franklin, to share ideas and volunteer to help.

### **Old Business:**

\*Amendment Revision – The Board supports voting “yes” for the Park's current change in Declarations / Occupancy code. A total of 279 votes for support are required.

\*Marina reimbursement to General Reserves – Treasurer Brian Fenstermacher repeated information provided in his Treasurer's Report; transfer funds from the Marina Reserve to the General Reserve fund.

### **Lot Owners' Open Forum:**

**Nelda Eldreth/ Lot #408** – Thanked the Board for it's time.

**Brian Simmons/ Lot #127** – Would like a leash-free space for Owner's Dogs.

**Karen Boon / Lot #200** – Mentioned her offer to provide name tags. Q: Is signing a wavier when picking up packages in the office required only once. A: Yes. Mentioned Back up and retention of WHP documents, which is on the Boards “New Business” list. Offered of praise for the new Board.

**Phil Rensch/ #389** – Remove “Campground” from the Park's Declarations.

**Jack Walter/ #403** – Congratulate Members of the new Board.

**Joann Page/ #48** – No comment.

**Marie Freeman/ #168** – 21 years since the passing of a Daughter. Aluminum can tabs collected in the office are to fund Ronald McDonald House. Thank you

**Julia Mummert/ #391** – Need No-Smoking sign in the Pool area. Drinking while in the pool/came up, and **#318 (Jeff Zablocki)** reported that 2 pool attendees harassed the lifeguard who warned of drinking in the pool. Pat Heath stated that Owners should report alcohol and other violations to the life guard, security guard, or to ask them to call the police. Also reported by Jeff, was a negligent driver issue. Seasonal renters were mentioned, as were possible fines going to Owners of the rental unit. **Park Manager Billie** mentioned 12 – 13 current units being rented on a regular basis.

**Sandy Morgan/ #117** – passed

## **Open Forum continued:**

**Sylvia Devilbiss/ # 335** - Positive comment to the new Board. Security issue of car parked outside of the Park's gate and WHP Guard who appeared to be slow to respond. Reminder of the Sunday Donuts and Coffee social event held at the clubhouse.

**Bev Quimby/ #83** – Thanked the new Board. Speeding in the Park, and not in favor of the many new slow-down sign placements around the Park.

**Fern Thomas/ #282** – Thanked efforts for Zoom. Asked if Owners will be welcome to BOD Meetings when amendments to WHP Declarations or By-Laws are being discussed. Jon Gilmore shared the opinion of the BOD, that all meetings should be open to Owners, with rare exceptions, and that Owner input is always helpful.

**Bob Harrison/ #262** - Mailbox refunds? Arrangements were made, that Bob's credit of \$125.00 would be applied against the cost of his resell package.

**Betty Michalak/ #398** – WHP curfew/ quiet time rule; Mentioned disturbance on the street late at night.

### **End of live attendee open forum / Start of virtual Zoom attendee questions**

**Barbara Price/ #212** – Budget should be shared in or prior to February. Noted by the Board.

**Bill Hamilton/ #-196** - Relating to the Park's future, paying attention to reserve fund balance(s) and focus on the Park's underground infrastructure. Point made, to maintain and/or upgrade as needed, and prevent potential for disconnect between Owners and Management. Noted by the Board.

**Don & Melissa Peters/ #17** – Question was asked about the board's sharing of information and details about the current backup of network(s).

[reply], The board is aware of, and have discussed the Park's retention plan for records and also investigating system(s) backup needs.

### **End of the virtual Zoom Session Attendee questions**

#### **Board Vote on Open Issues:**

1. Motion made by Terri Koller to move package delivery to the office; all recipients shall be held to signing a onetime waiver of responsibility. Motion seconded by Tammy Franklin. Motion carried by unanimous vote from the Board.

## **Board Vote on Open Issues Continued:**

2. Motion made by Pat Heath: Any Owner who paid a \$125.00 mailbox security deposit will have it returned in the form of credit to their account – Understanding that an annual maintenance fee of \$25.00 will be assessed moving forward, for all mailbox holders.

Motion seconded by Jon Gilmore, and carried by unanimous vote by the Board.

3. Motion made by Pat Heath, to appoint Owner Tom Molyneaux to manage and revise the Park's WHPCA website - thereby relieving the Park Manager of that task - and to investigate possibilities for recovering lost WHP documents.

Motion seconded by Brian Fenstermacher, and carried by unanimous vote by the Board.

4. Motion made by Pat Heath to move \$26,753.64 from the Marina Reserve, deposited into the General Reserve.

Motion seconded by Jon Gilmore, and carried by unanimous vote by the Board..

### **Closing Commentary by the President:**

\*Please vote yes on the Occupancy Amendment revision vote and return the ballot to Mr Almand or the Office.

\*Dumpster fines are going to be increased.

\*New office hours: 8am – 4pm, six days a week; closed on Sunday.

### **Adjournment @ 11:45am, July 24, 2021**

*Minutes submitted by Secretary: Jon Gilmore – 7/27/2021*

---