

WHITE HORSE PARK COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING MINUTES
July 23, 2022 - 10:00AM
[DRAFT]



Call to Order - 10:00am

Attendance: - Live - 31 / Zoom - 13 / Total lots represented = 44

Pledge of Allegiance

Meeting Procedure: – Meeting is recorded by the Secretary to be used / deleted upon completion of the Minutes. The "*Open Forum*" session is scheduled before any vote is taken by the Board. Zoom Chat: Attendees will be instructed when to post questions / The Board reserves the right to add and remove vote items during the meeting.

Introduction of the Board Members:

Pat Heath - President
Tammy Franklin - Vice President
Brian Fenstermacher - Treasurer
Jon Gilmore - Secretary
Terry Lenhart - General Member

Approval of Minutes: Motion made by Tammy Franklin to approve the May 28, 2022 Meeting Minutes, and seconded by Brian Fenstermacher. The Minutes were approved unanimously by the BOD and attending Members.

Property Manager's Report: Highlights from Park Manager Janice Carr:

1) Purchase of a Bingo Machine. 2) Janice mentioned the success of Bingo and helpful volunteers for all events and activities. 3) Gratitude for Phil and Ted (Marina tasks) and Tom Molyneaux for continued work on building the soon to be released new WHP website. 4) ECC inspections and reinspections are completed. 5) New Employees: Charles Johnson [Fulltime Maintenance Worker], Debbie Glickman [Office Staff], and the Park's Accountant Gary Deutsch. 6) Janice mentioned providing a **new contact list for Farmer's Bank**; Cendra is no longer a contact for Farmers Bank or Revopay. 7) 2nd quarter electric bills are currently being processed and sent. 8) Announced, there are less accounts in collection compared to the prior report. 8) Report of slight vandalism in one of the bathhouses; suspecting that youth are responsible.

Treasurer Report: Highlights: 1) Brian offered details from the April, May, and June Financial Commentary and Reports. Highlights were: 1) In the process of catching up, a single report was generated for the months of April, May and June. 2) Property Taxes were filed by Gary (accountant), and an extension was filed for Federal and State Taxes. 3) Brian commented favorably on the convenience of working with Gary, compared to the Park's former Accounting company. 4) To report additional information, a budget variance table was included in the report format. 5) Explanation of [*grounds repair / other* line item], cost for removing debris from the BoatYard came at an expense of \$7,900.00. 6) Funds will be transferred from the Reserves to pay for a major water system repair and the purchase of a new freezer for the Clubhouse. 7) Brian's [April thru June 2022 Treasurer's Report Commentary](#) and May - June 2022 financial report is available on the Park's website.

Approval of the Treasurer's Report: Motion made by Jon Gilmore to approve the April, May and June 2022 Financial Reports; seconded by Terry Lenhart. The April, May and June 2022 treasurer's report was approved unanimously in a vote by the Board of Directors and attending Membership.

Committee Reports:

Marina: Members: Phil Wood and Ted Pedzich. **Report:** Phil nor Ted was able to attend the meeting. Pat mentioned receiving an email from Phil, stating that nothing new or out of the ordinary was going on at the Marina.

ECC: Members: Bonnie Stevens (Chairperson), Craig Small, Susan Waskey, Joann Topolski, Leroy Weinreich. **Report by Bonnie:** Highlights: 1) In general, everything's going well. 2) Including photos along with projects and ECC forms is helpful and speeds the process of approval by the ECC Committee.

Clubhouse / Members: Betty Michalack (Chairperson), Penny Condren, Sandy Morgan, Julia Mummart. **Report by Betty:** Highlights: 1) Gratitude for the Men who grilled food after the June Annual Meeting - and to Ginger and Jim Fromm for making the July 4th dinner a huge success. 2) Betty shared costs and profit amounts associated with the July 4th event. 3) Acknowledgement was given to Debbie Roach, (friends and family helpers), for the amazing and fun-packed Bike Parade event. 4) An Ice Cream Social was announced to take place on July 30th and August 20th. 4) Coffee and Donuts in the morning will happen on July 24th and August 28th. 5) Kid's Bingo is scheduled for August 6th in the Pavilion. 6) The Yard Sale has been scheduled for September 10th.

Beautification: To the Park's benefit, Terri Koller accepted the position as Chairperson for the Beautification Committee. **Report by Terri** - Highlights: 1) Terri mentioned that she will try to be in the Park next Spring and Summer on the same weekends as the Board Meetings. 2) Donations of large planters was announced, via generosity of Pat and Danny Heath. 3) Request made by Terri to watch for reasonably priced plants to be purchased for planting in next years gardens. 4) To volunteer or ask questions, Terri can be reached via email: 272timberline@gmail.com

New Business / Announcements:

- * **Water Shut-off Valves - Topic covered by Pat:** Starting in phase #1 and ending in the Park's phase #3, the Maintenance Workers will examine the street shut-off valves, testing to see which lots are controlled by a particular valve, and to make repairs or replacement if needed. The project is expected to take a considerable amount of time, given that the Maintenance Workers have other obligations and tasks to complete. Valves covered by decks or concrete will be accessed by removal of any material that conceals the shut off valve. Owners would be notified.

- * **Increase in the cost of Electric - Topic covered by Brian:** 1) The office received a notice from Choptank Electric Cooperative, informing of a rate increase starting in July. A 12.4% increase is anticipated. 2) The July bill according to Choptank, will include a rebate. 3) As a reminder, Brian mentioned the maximum amperage rating allowed on breakers installed in Everyone's electric pedestal is 60 amps. Propane powered appliances are a workable alternative. .

- * **New Employees - Topic covered by Pat:** Janice mentioned the new employees in her Park Manager report; *Charles Johnson [Fulltime Maintenance Worker], Debbie Glickman [Office Staff], and the Park's Accountant Gary Deutsch.*

- * **Terri Koller Appointment as Beautification Chairperson -** Pat mentioned that Terri spoke earlier in the meeting, accepting the position as Beautification Chairperson.

- * **Updated Pool Rules- Topic covered by Tammy:** Coming soon, is an updated rules sign. It will replace the one mounted at the pool. Highlights: 1) No food or drinks allowed while in the pool or along the edge. 2) No bikes or scooters allowed in the pool area unless the person has proof of mobility issues. A bike rack is available and should be used.

- An Owner asked to speak and was reminded of the upcoming Open Forum session.

- * **Parkwide Owner's list / Directory - Topic covered by Terry:** Highlights: 1) Resulting from an Owner's request, an updated Homeowners list will be created. 2) Personal or private information will not be included. 3) Moving forward, the Homeowners list will be updated annually and distributed at the June Meeting and at the office (not posted on the website). 4) Follow upcoming Newsletters for more information about the new Homeowners List / Directory.

Old Business:

- *No Old Business items were discussed at the meeting.

Open Forum Rules:

- * Please be respectful.
- * Limit 'the floor' to no more than 3 minutes per "lot".
- * **Always use a microphone when speaking.**
- * State name and lot number prior to speaking.
- * The Board reserves the right to limit topics of discussion.
- * Zoom Chat: Wait until instructed to post questions.

Open Forum / Live Session:

- * The person who asked to speak earlier in the meeting was given the floor and decided not to speak.
- * **Lot #83** - 1) Praised the Board for their performance. 2) Idea for those who are worried about Reserve Fund balances, raising money (e.g. bake sale) could be an option. Pat added that current contributions into both Reserves is \$106,000.00 annually.
- * **Lot #316** - Q: Asked if the sidewalks in the pool and clubhouse areas could be improved?
A: (Overshadowed by a consecutive 2nd question, a follow up from the Board was accidentally missed).
Q: Asked if additional tables with umbrellas could be added within the pool area?
A: Pat agreed, expressing willingness to add some umbrellas and tables.
- * **Lot #82** - 1) Ginger Fromm thanked volunteers who helped with the July Party and shared her delight from holding Community events. 2) Reminded people that food should not be carried away from the Clubhouse. 3) Thanked Tammy for taking on the pool-rule changes. 4) Thanked the Board for offering a Zoom option for meetings and openness by the Board.
- * **Lot #117** - 1) Grateful for helping with the 2022 Bingo Games. 2) Mentioned funding Ronald McDonald House Charity at the next Bingo event. 3) Announced raising \$950.00 at the last Bingo event; donation for the Wounded Warrior Project. (Tammy expressed joy with the Community's involvement and support by attending the Bingo events. Pat mentioned the new Bingo machine, display board, and Men who got the system mounted and operational).
- * **Lot #391** - Tim thanked the Board for agreeing to purchase the Bingo equipment.
- * **Lot #200** - 1) Expressed gratitude for the Board addressing the water shut off valve concerns issue.
- * **Lot #398** - Requested clarity on the rule about eating or drinking within the Pool area. Pat mentioned the problem as people who are eating and drinking while in the pool (water) or sitting on the edge of the pool (water) - Bringing food or **non glass** drink items is allowed when kept at the seating areas of the pool.
- * **Lot # (not identified)** Q: How many water hydrants are located in the Park?
A: 465, one for each lot.
Pat clarified that water hydrants are not the same as the street water shut-off valves talked about at the meeting, and that Owners are responsible for the individual water shut-off valves that supply water to the lot (commonly located near the water hydrants).
- * **Lot #99** - Q: Does the board have money budgeted for resurfacing the pool (issue being an abrasive surface on the pool's floor)?
A: Pat mentioned recent resurfacing of the pool, and wearing water shoes might be helpful. Pat mentioned that Janice will contact the company that resurfaced the pool.
- * **Lot #48** - Q: What happened to the Yard Waste trailer?
A: Pat was unaware of the missing Yard Waste trailer. Jon shared that the trailer has been put out of service as a yard waste container, and that some owners mentioned being told to put yard waste into a sturdy bag, limbs included, being cut to size, and put into the dumpsters. Pat mentioned talking with Janice for a better understanding of the policy.
- * **Lot #316** - Added to the question about the pool's surface - mentioning that (product) D.E. and brushing is a treatment option for rough build up on pool surfaces.
- * **Lot #335** - Suggestion that Janice mention to the Pool Co. that Children are being allowed to run within the pool areas and Lifeguards are not addressing the issue. Pat asked that users of the pool should help or to ask the Lifeguards to call the Office or Guard.
- * **Lot #99** - Mentioned that two of the Lifeguards are doing a really good job with addressing issues when a rule is broken, and that Owners should feel free to help.
- * **Lot #82** - Shared advice from a former Board Member, that all Owners are obligated to help when they witness rules not being followed, and to address the person politely. Pat mentioned that seasonal renters may not know the rules.

Open Forum / Virtual (Zoom) Session: There were no questions or comments.

Board Vote on Open Issues: No votes were taken.

Motion to Adjourn: Pat Heath made a motion for adjournment; seconded by Brian Fenstermacher. The meeting was adjourned at 10:57am.

Submitted by Secretary: Jon Gilmore 07/27/2022

Jon D Gilmore