

WHITE HORSE PARK COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING MINUTES
September 24, 2022 - 10:00AM
[DRAFT]



Call to Order - 10:00am

Attendance: - Live - 25 / Zoom - 12 / Total lots represented = 37

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 Jon Gilmore to approve the August 27, 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 Janice Carr: 1) Janice began by expressing thoughts about the end of summer and upcoming decisions about what needs to be done around the Park for maintenance and improvements. 2) The number of Rental Properties has increased and brought some unique challenges. 3) Start of using the QuickBooks online program was mentioned. Accountant Gary Deutsch is assisting the office with that process. 4) The Office and Worcester County have sent letters on the subject of off-season Occupancy. 5) Letters were sent to owners who had Fire Pits, and compliance looks good. 6) An increase in Owners letting friends and/or family follow them through the Security Gates without use of a Card - when identified those Owners risk having their Gate Cards deactivated. 7) Pat added that WHP seems to be headed towards becoming an investment property with all the Rental Units - tracking is time consuming and costly in office hours.

Treasurer Report: Highlights: 1) Brian read from the August 2022 Financial Commentary. The August 2022 P&L, Summary, and Commentary is available on the Park's website, here: <https://whpca.org/2022-reports/> 2) Brian mentioned that Owner Account Statements can be sent via email and the Board will be seeking feedback from the Community on how often the Statements should be sent.

Approval of the Treasurer Report: A motion was made by Jon Gilmore to approve the August 2022 Treasurer Report, seconded by Terry Lenhart. The August 2022 treasurer report was approved unanimously by the Board of Directors and Membership.

Committee Reports:

Marina: Members: Phil Wood and Ted Pedzich. **Report by Phil:** Highlights: 1) Phil reminded that the marina is for Owners, not renters, and that Owners need to inform their renters of the rules. 2) More caps have been attached to pilings, with a few more to go. Results look promising.

ECC: Members: Bonnie Stevens (Chairperson), Craig Small, Susan Waskey, Leroy Weinreich. **Report by Susan Waskey:** Highlights: 1) The ECC is in the process of streamlining the guidelines and processes for ECC approval of Owner projects. 2) Reminder that the ECC is all about keeping up the appearance and integrity of our Park.

Clubhouse: Members: Betty Michalak (Chairperson), Sandy Morgan, Julia Mummart. **Report by Betty:** Highlights: 1) The Crab Feast and Bikers Breakfast was awesome, and the help was greatly appreciated. 2) Reminder: An Ice Cream Social (2 for 1 special), is this evening (24th), and the last dinner event is the End of Season Pot Luck Dinner hosted by Sandy Morgan - held on October 22nd, hours are 5:00pm - 8:00pm - Tickets go on sale at the Office on Monday Sept. 26th - Cost \$8.00 plus donation of a Side Dish (not a dessert). Tickets for Ages 6 - 12 is \$4.00, and under age 5 is free.

Beautification: Member: Terri Koller (Chairperson). **Report by Pat Heath:** 1) Sheila Hall is looking for help with decorating the front entrance areas - She will be working in the Park on October 1st. 2) Pat and Susan Waskey pleaded for more volunteers on the ECC Committee; Please volunteer / "A great way to meet people" (said Susan Waskey)

New Business / Announcements

*Owner's BOD contact limited to the website portal: Pat asked that Members use the Park's website to contact the Board / personal emails for Board Members should not be used if a response is requested.

*New Card Readers: Pat touched on the possibility of adding a card reader at the Pool's entrance gate and also on the exit side of the two security gates.

*Water Valves: Pat mentioned that water valve maintenance will be done "section by section".

*Remodeling Project: Plans are being made to make improvements to the Office and Guard Shack.

*Off Season Occupancy: Pat mentioned the letter received by Worcester County, being available at the Meeting, in the Newsletter, and on the Park's Website. Tracking of time spent in the Park during the off season includes all Owners. Rental unit owners must also abide by the off season Occupancy restrictions.

Old Business

- *Heat Towers: Pat announced that the Board sees no reason to address the topic of Heat Towers.
- *WHP Cookbook: Jon read a condensed statement prepared by Tammy Franklin. The statement was posted in the September/October Newsletter.
- *Insurance: The Park's insurance has been renewed. A second bid from Avery Hall was requested by Pat, and a bid was also received by another Company. The Board approved Avery Hall's second bid. The first bid was about \$10,000 higher than last year's premium. The winning bid from Avery Hall came in very close to the price of last year's full coverage.
- *Occupancy / Letter from Worcester County: The letter sent from the County to White Horse Park is available for review on the Park's Website and in the Office.

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:

***Lot #408 Q:** Asked if the Park can exclude renters from using the pool and other amenities to deter people from renting units in the Park?.

A: Pat stated that advice from the Lawyer might be needed, and that WHP Declarations forbid Owners from operating a business (ref. Article IV; Section 4.1; Subsection (s); page 8). Pat warned that using the Declarations to stop Rentals altogether could end up causing a situation similar to what happen with the Occupancy issue / Possibility of increasing the fee to rent units in the Park was brought up by another Owner / Pat suggested that Owners contact the Board via the website to voice their opinion on Rentals and other matters of importance.

***Lot #386** Shared the observation of seeing people allow others to follow them through the South Gate, and pondered ways to keep that from happening.

Response: Pat mentioned that Security, Maintenance, Office Personal, and Board Members is limited to a total of 11 people; point being that Owners can also get involved. However, Pat gave the advice to not approach offenders in person - rather to inform individuals of authority. Pat mentioned that a camera is on location at the South Gate.

***Lot #386 Q:** asked what defines the phrase "occupancy"; is there a time limit on how long a person can visit their property?

A: Pat advised that entering the Park via either of the Security Gates will add a person to the list of those who are in the Park on that day, during the "off season".

***Lot #398 Q:** asked if a person could ask the Office to open the gate if they report back to the Office when they leave on the same day / no overnight stay?

A: Pat stated that a person could ask the Office do that, but it would appear to be "skirting the issue".

Open Forum (Live) Session Continued:

***Lot #316 Q:** asked if disallowing renters from using the Marina would be the same as not allowing them to use the pool?

A: Pat remind that use of the Marina requires paying a fee - not so with the Pool.

***Lot #48 Q:** asked about people parking on a neighbors lot - would that be counted against the neighbor as a day of occupancy during the off season?

A: Pat said that no one will be taking pictures of Owners property - And the Security Gate Card would identify the Owner of the card, not where that person parked their vehicle.

***Lot #38 Q:** asked if a special saw could be purchased vs a rental for cutting asphalt as needed to repair or replace a water shutoff valve.

A: Pat agreed to the idea as favorable, and that some sort of "sleeve" might also be installed around the shutoff valve to help with maintenance. As an aside, Pat mentioned that the practice of "crimping" a water line is no longer done.

* **Janice spoke** to inform people that the Park's "Directory" is completed and copies are available at the office.

***Lot #437 Q:** Suggested that restricting use of the Pool to all renters could be unfair to those who follow the rules and don't cause problems when they rent their lot - and asked if the park's Attorney could create a way to place rental restrictions on an individual basis?

A: Pat supported the idea of placing fines or restrictions on an individual basis, just to an Owner who rents units to people who cause problems or break the rules.

Open Forum / Virtual (Zoom) Session:

***Lot #335:** mentioned appreciation if the Board could research eliminating rentals altogether.

A: Pat shared: There are no restrictions on an Owners "Deed", to disallow renting, but the WHP Declarations (ref. Article IV; Section 4.1; Subsection (s); page 8), is something that the Board may choose to look into - with updates provided in the future.

***A statement from Lot #335** was read by Chris Koawl: On October 1st at 10am, Sheila and Mike Hall will be working on decorations at the Park's front entrance areas. Gathering will take place in front of the Office, and help would be greatly appreciated. Sheila's email address: shall48843@aol.com.

Board Vote on Open Issues: No votes were taken.

Motion to Adjourn: Pat Heath called for a motion to adjourn; Motion was made by Jon Gilmore for adjournment, seconded by Brian Fenstermacher. The meeting was adjourned at 11:15 am.

Submitted by Secretary: Jon Gilmore 09/27/2022

Jon D Gilmore