

WHITE HORSE PARK COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES

-DRAFT-



September 25, 2021 - 10:00AM

Meeting Procedure – The Lot Owners’ Open Forum & Zoom Session took place prior to any vote/action taken by the Board. Member questions were not limited to the Agenda.

Call to Order – 10:00am

Pledge of Allegiance

Attendance = 27 lots represented.

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: Motion to approve by Brian and seconded by Jon - the August 28th BOD Meeting Minutes were approved by unanimous vote from the Board.

Property Manager’s Report:

Highlights:

- *Two bids have been received by tree removal and trimming companies.
- *The electric billing is on hold until the utility bill is sent to the Accountant.
- *Applications are being received and reviewed for the replacement of Office Assistant Debbi.

Treasurer Report:

*Brian read his August 2021 Treasurer's Report Commentary [available on the Park's website - <https://www.whpca.org/files/136329392.pdf>]

Committee Reports:

MARINA COMMITTEE: Members - (Chair) Phil Wood and Ted Pedzich]:

*Phil mentioned maintenance planned for the Marina area and Boat Yard.

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

*Pat Heath mentioned an email from Ric; stating nothing to reported.

CLUBHOUSE COMMITTEE: Members - (Chair) Laura Bivona, Penny Condren, Fern Thomas:

*Tammy read a prepared statement from Laura, including mention of the October 23rd Baked Ziti Night event.

*Betty Michalak shared financial details from the Labor Day event and from the Bikers Breakfast.

BEAUTIFICATION COMMITTEE: Member / Leader Terri Koller: Terri had nothing new to report.

New Business:

***Insurance:** – Pat shared costs associated with the Park's Insurance policies renewal.

***Customizing the Park's draft of the Record Retention and Destruction Policy:** – Jon read a prepared statement detailing progress made on the Retention Policy.

***Owners alerting Amazon etc. to arrange package delivery dates:** Pat announced that Owners need to plan delivery dates to coincide with the Office being open.

***Bergey & Co.:** Pat mentioned a new accounting company will be sought when the current contract expires in October 2022.

***Desire to start billing electric on a month to month basis:** Pat and Brian explained the reason for moving to monthly electric bill readings and payments vs quarterly billing.

***Release of Owner's names who have / have not signed the Affidavit:**

***Release of Owner's names who have / have not / or how they voted for the Amendment:** Tammy commented on both topics related to sharing names by saying that will not be done / Pat shared the number of returned ballots at 254, and that only one person has not signed the affidavit ordered by the Court.

***Mediacom 2022:** Pat mentioned contacting another service provider and also seeing what Mediacom can do to stabilize the Park's future expense.

***Additional (vendor) bids to have the Park's trees removed or trimmed:** Pat contacted an additional tree removal company and bids have been received by the Office.

***Ask for Owner help with the Newsletter:** Terri spoke about Owners getting involved in the Newsletter by sharing news and photos of interest.

***Announcement of Office security camera / spare keys to office / and Board Members working for Billie on her day off (without Debbi):** Pat mentioned the need for a camera being reinstalled in the office / someone other than Billie needs to have a key to the office / explanation why filling in by BOD Members when the office was closed, was a sincere and harmless effort to help the community.

Old Business:

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***Ballot Vote for amending the Park's Declaration 3.1:** Terri mentioned for those who own more than one lot, are allowed to vote for each lot owned / People can contact new Owners in the park, letting them know how important it is to vote for the amendment / money is being saved by collecting ballots in the office, and not paying the lawyer to process the flow of incoming ballots.

***Update on new Zoom option:** Brian mentioned the cost of the current plan will be lowered / Chris Koawl was thanked for volunteering to help with the projection of the Park's Zoom sessions.

Open Forum: [Rules: *Limit 3 minutes per "lot" - Please be courteous – Questions may be restricted to follow Agenda items*]

***Lot 389 Phil Rensch:** Janice Carr returning to the office. [Reply] No.

***Lot 399 Karen Link:** Doesn't support Zoom / Fees charged by Farmers Bank / Return to Bank of Ocean City / Office accepting Owner's payments / Profits affecting the Park's not-for-profit status? [Reply] No charge from Farmers bank / Farmers offers a competitive interest rate / yes; payments to the Office with recommendation to continue paying all bills as currently being done / profits from activities do not affect the Park's Not-for-profit status.

***Lot 391 Tim Mummert:** Profits from Clubhouse put into the Clubhouse budget / Increase in payroll if Maintenance reads electric meters monthly/ Maintenance employee wearing sandals [Reply] funds can go back into the Clubhouse budget / Increase in payroll is nominal / Wearing sandals should be addressed if it's ongoing.

***Lot 433 Terri Lenhart:** Praised Pat and Jon's efforts working in the office on Billie's day off / Camera should be installed in the Office / Former maintenance staff doing jobs that are now being contracted out /

[Reply] Installation of Office camera(s) is in progress / Future plans are to replace the Maintenance Manager – There is no determination by the Board, that (former Maintenance Supervisor) Doug is being considered to fill that position.

***Lot 429 Harold King:** Continuation of votes for the amendment / Little difference between the Park's occupancy rules and the County's rules.

[Reply] The difference was explained, and there is no deadline /

***Lot 161 & 177 Gary Phillips:** Confirmation regarding his vote for the amendment /

[Reply] Process was explained and later, informed Mr Phillips that his votes were received.

***Lot 200 Karen Boon:** Advice offered to help Mr. King understand the difference in occupancy rules / recognized the Park's Bike Week traffic as courteous / A commitment to seek a bid from Comcast/

[Reply] Plans are to contact Mediacom and Comcast.

***Lot 335 Sylvia Devilbiss:** Contract with Bergey & Co. / Against monthly billing for electric / Apprehension on the Board to replace employees.

[Reply] The Board's decision is to renew the contract for one year / Delinquencies and increased cost for kilowatt hours place a burden on the budget when paying 3 months worth of electric bills.

***Lot 408 Nelda Eldreth** joined the conversation on Electric bill delinquencies / Can those behind on bills can be denied access to the Park / [Reply] Access to Owner's property can not be denied.

***Lots 161 & 177 Ann Phillips:** sharing multiple units to extend time spent in the Park / Tracking Owners in the Park.

[Reply] Multiple units can be used off season / The Gate Card system is being used to track who's in the Park.

***Lot 391 Tim Mummert:** [comment] Office camera was approved by the prior BOD

***Lot 86 Lela Hardison:** Trimming neighbor's trees if they encroach on her property. [Reply] Yes.

***Lot 161 & 177 Gary Phillips:** Using different providers for electric and installing solar power.

[Reply] Complexity explained for installing solar in the Park, and details shared about Choptank

Electric.

-End of Open Forum-

***Virtual (Zoom) Session - Zoom Q&A managed by Chris Koawl (Lot 3):**

***Lot 282 Fern Thomas:** Replacing Bergey – why?

[Reply] The Board's desire is to take over bookkeeping tasks that Bergey / Jenna is currently doing. Ryan Bergey indicated that he would not offer a contract under those conditions.

***Lot 212 Barbara Price:** Increased costs associated with billing the Park's electric on a monthly basis.

[Reply] Increases would be nominal, compared to trying to recover larger accumulated debt from Owners unpaid quarterly electric bills.

***Lot 211 Barbara Price:** Looking for replacement of the resigned office assistant.

[Reply] Search for a replacement is ongoing.

***Lot 83 Bev Quimby:** Money drawn from the Reserves to pay quarterly electric bills.

[Reply] Electric bills are not a capital improvement, and should not be paid from Reserve funds.

***Lot 230 Marcia Yodichkas:** Auto-pay used to pay the Park's bills?

[Reply] Auto-pay option is available.

***Lot 282 Fern Thomas:** Limiting services currently provided by Bergey & Co.

[Reply] Control of the Park's checking account, and crediting accounts.

Lot 222 Kathy Boone: Updating electric meters.

[Reply] Meters are replaced only as needed.

A closing comment was made for future questions from users of Zoom, to use the Q&A section. Not chat.

-End of Zoom Q&A Session-

Pre-Meeting Email Q&A:

Lot 196 Bill Hamilton: Asked for a status update on the residency court order, including affidavits and the Park's cooperation with Worcester County to monitor compliance.

[Reply] Number of 30 signed affidavits out of 31 people involved, which have been sent to the Park's lawyer.

-End of Email Questions-

Board of Director Votes

*No Votes Taken

*Jon made a motion for adjournment - seconded by Brian.

Meeting adjourned at 11:50am

Minutes prepared and submitted by WHP Secretary Jon Gilmore; September 29, 2021

Jon D Gilmore