

WHITE HORSE PARK COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING MINUTES
August 27, 2022 - 10:00AM
[DRAFT]



Call to Order - 10:00am

Attendance: - Live - 28 / Zoom - 17 / Total lots represented = 45

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 July 23, 2022 Meeting Minutes, and seconded by Terry Lenhart. The Minutes were approved unanimously by the BOD and attending Members.

Property Manager's Report: Highlights from Janice Carr:

1) The park had more renters this year, and some Owners have not provided required permit information to the office - letters were sent and fines could follow. 2) New Pool furniture is in place. 3) The pool's water quality has remained high so far. 4) New guideline procedures for the lawn service workers are being created. Service is on a 3 day schedule. 5) Resignation of John Hofmeister, and new hire (part time maintenance worker) Cecil Snyder was announced / full time maintenance worker Charlie Johnson is doing a great job. 6) Office outdoor ramps remodeling project is finished. 7) Accountant Gary Deutsch added Debbie onto the QuickBooks program to help with Owner statement questions. 8) Clearwater tree service will return for completion of small jobs. 9) Jon and Sandy were acknowledged for helping with the Bike Loaner Program. 10) The last Bingo event of 2022 was announced (8/27) and Crab Feast tickets are on sale at the office only (cash not accepted). 11) The revised Parkwide Directory will be available soon. Owner names will be omitted upon request.

Treasurer Report: Highlights: 1) Brian read from the July 2022 Financial Commentary. The July 2022 P&L, Summary, and Commentary is available on the Park's website, here: <https://whpca.org/2022-reports/> 2) Brian announced the change from QuickBooks desktop program to an online version of QuickBooks, saving the Park approximately \$800.00 annually and offering an upgrade in services.

Approval of the Treasurer's Report: Motion made by Jon Gilmore to approve the July Treasurer Report, seconded by Terry Lenhart. The July 2022 treasurer's report was approved unanimously by the Board of Directors and attended Membership.

Committee Reports:

Marina: Members: Phil Wood and Ted Pedzich. **Report by Phil:** Highlights: 1) All Slips were rented this season and there's been some daily Slip Rentals. 2) Referred to as Christmas decorations, Phil spoke about (bird scare) streamers in place, designed to deter Seagulls from making a mess of the Marina's walkways. 3) The piling (anti bird perch) cap project continues and all efforts seem to be working (so far). 4) Investigation into the security and design of the Flag Pole is ongoing. The Flagpole (icon) has been in service since the 80's. 5) A few electric service stanchions are being replaced, as are a few deck boards, and the walkway by the in-season porta-potty will be getting some attention. 6) Pat praised Phil and Ted for their dedication to the Marina.

ECC: Members: Bonnie Stevens (Chairperson), Craig Small, Susan Waskey, Leroy Weinreich. **Report by Craig:** Highlights: 1) ECC forms are still being received. 2) Volunteers are needed. 3) Craig announced the possibility of resigning from the ECC Committee. 4) Painting decks do not require ECC form or approval unless provocative stains or colors are being considered - the only requirement is to contact the Park Manager [Janice]. 5) The County must be contacted prior to replacing roof materials, doors or windows. 6) Gratitude mentioned to the Board for support and cooperation.

Clubhouse: Members: Betty Michalak (Chairperson), Sandy Morgan, Julia Mummert. **Report by Betty:** Highlights: 1) Gratitude mentioned for Volunteers of all Clubhouse Events and to Sandy, Sylvia, and Jon for doing the Bingo game Events / to Tim Mummert (Bingo caller), and Julia Mummert, for making a cover for the Bingo machine / Many thanks to Debbie Roach and Family for hosting the Movie Night Event. 2) Upcoming Event Scheduling announcements: Crab Feast on September 3rd, Yard Sale (September 10th), and another Dinner event scheduled for October 22nd (TBD). 3) The Clubhouse Committee is always looking for help and ideas for next year's Events. Pat added commentary and praise.

Beautification: Member: Terri Koller (Chairperson). **Report by Terri:** Highlights: 1) Terri mentioned appreciation to the Maintenance workers for helping with the Park's gardens and plants. 2) Help from the Community is always needed and appreciated - Terri can be reached via email: 272timberline@gmail.com

New Business / Announcements:

***Recruiting additional ECC Members:** Pat mentioned the need for additional ECC Committee Members / Current number of hardworking volunteers is three (3) / the Board would like to have a total of seven Committee Members / Craig and Susan were mentioned as seasoned ECC Committee Members (volunteers) / contact the Office if interested.

***Tiki Torches / Heat towers / open flames:** Jon covered: Fire Pits and Tiki Torches are not allowed in the Park / Heat Towers was not mentioned at the meeting. Found on page #6 of the Park's General Rules, "*no open flames are permitted on any lot, except within the confines of a cooking device*" / Warning letters have already gone out to owners of Fire Pits.

***New Tables and Umbrellas in the Pool and Pavilion areas:** Pat announced that new tables and umbrellas are in place. The Pavilion table is handicap accessible. Off season, the Pool's new furniture will be kept undercover.

***Proposed WHP Cookbook:** Tammy's Highlights: 1) Plans include Community submissions of recipes, photos and stories. 2) Hopes are to compile 100 recipes (main dishes / side dishes / beverages and more). 3) Pet and wildlife recipes will be considered. 4) A title for the Cookbook is needed. 5) Made available at the Meeting, Tammy created a form to be used for submissions to include Name and Lot number. 6) Names should also be attached to all shared materials (recipes, photos, backstories, (personal significance). 7) Once completed, the Book would be sold at a price, just enough to cover expenses.

Old Business:

*** New White Horse Park Website:** Jon read a prepared message: 1) announcing the opening of the Park's new website, thanks to the efforts from Owner Tom Molyneaux). 2) Tom's work history and experience within the networking and Security fields was shared. 3) The cost of the previous website was \$1,300.00 (annual), compared to the new website's current cost of \$350.00 a year. 4) Improved features include better security and a modern user-friendly web builder program. 5) Tom is seeking help to maintain the website. 6) Contact Tom via the website's "Web Guy" contact page, or call the office 7) Pat added: Sharing details about Tom's task of identifying and safely transferring files as an unpaid volunteer with other life obligations, and she praised the new website's appearance and ease of navigation.

***Clubhouse area walkway improvements:** Pat spoke about an Owner's request to investigate a section of wooden (planks) walkway leading from the pool's entrance to the Clubhouse needing work and probable removal of the oyster shell bed / work being done during the off season.

* [The next item was added to the agenda during the 8/27 BOD pre-meeting Work Session]
Full Time Occupancy: Pat addressed what she sees as concern in the Park over how the Board will handle obligations related to off season occupancy (Full Time Residents). Details: 1) Pat mentioned a plan which includes already contacting Worcester County several times within the last year. 2) The Park is in compliance with the County by monitoring how much time Owners spend in the Park. 3) Many Full Time Residents have sold their homes. 4) Others have already made and shared plans to be compliant during the off season. 5) A representative at the County is satisfied with the Park's current monitoring measures. 6) Pat hopes that all full time residency will end at the end of November, which will allow and include the additional 60 days to occupy homes during the off season. 7) Pat hopes a deadline can be established via compliance, at the end of November.

Full Time Occupancy Continued: 8) The County representative claims to have no insight on how they would react to issues of non compliance. 9) Pat states that the full time issue is closed with the County Commissioners, because the decision was handed down by the Court.

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 #117:** Mentioned Bingo (Sat. 27th), and Coffee & Donuts event scheduled for Sunday the 28th.

***Lot #80:** Commended all of the Clubhouse Event volunteers, and feels that they should not have to buy tickets to eat. Pat agreed.

***Lot #272:** Q: Do we have a deadline for Tammy's Cookbook?

A: Tammy stated that she's wanting 100 submissions. A deadline before Christmas is possible. Q#2 (commentary): Cost for gas has increased yet it seems the Lawn Service has not increased their rate. Leeway should be considered by Owners to allow for challenges related to finding workers and for the ones who have been working during the recent heatwave. Pat added, The lawn service (2022) contract bid was lowered compared to last year because the number of employees has decreased.

***Lot #200:** Observation: Speeding has become an issue.

Response: Enforcement can be difficult. Renters may be part of the problem with lack of concern. As a disincentive, Pat mentioned a possible increase in the fee charged to Owners who rent their unit. Phil Wood mentioned that Owners could be fined for speeding.

***Lot #48:** Alerted about Dogs seen roaming the Park without a leash.

Response: Discovery and sharing identity of the Owners with the Office would help to solve that problem.

***Lot #292:** Concerned about people in the Pool bringing beverages in glass containers and people drinking while in or near the water / suggested a temporary large sign to be posted in the pool area, reminding people of the rules.

Response: Let the Lifeguard know what's going on. Photos could be taken of the people who are breaking the rules. Contact the Office. Pat supported the new sign suggestion.

***Lot # 285:** Supports the idea of highlighting some of the rules at the pool, to draw attention.

***Lot #293:** Commented about Rental units - if rules are provided, violators could be removed from the Park / similar documents should be included in a Rental Agreement. The Owner commended the Board on its performance.

***Lot #335:** Shared that trying to deal with rule breakers can sometimes be a bad idea / supports raising the fee for Owners who rent their units.

***Lot #354:** Q: What happened to the yard waste trailer?

A: A large dumpster will be added to the dumpster area in September, for disposal of yard waste and items not allowed in the household-only trash dumpsters.

Open Forum / Virtual (Zoom) Session:

***Lot #282:** Chris Thomas offered to help maintain the Park's website and asked about sheds being located beyond property lines and if true, wondered what was being done about it?

Response: Owners must bring their property into compliance prior to selling their lot.

Open Forum / Virtual (Zoom) Session Continued:

***Lot 254:** Shared advice that a Rental Policy could serve to limit a Community's number of properties that can be purchased and used as rental property. 15% of all properties was given as an example.

Response: Currently the Park does not have a formal Rental Policy. 15% would be an estimated 70 lots out of the Park's total (465 lots), which seems high at this time. Creation of a Rental Policy should be considered.

Lot #222: Comment: A swipe card system should be installed on the pool's gate / And have renters purchase a pool pass.

Response: The Board has discussed options available for a gate security system installed on the pool's gate, and an improved gate lock/opening mechanism. With a card reader, cards could be deactivated if the need arises.

Board Vote on Open Issues: No votes were taken.

Motion to Adjourn: Pat Heath made a motion for adjournment; Motion was made by Brian Fenstermacher and seconded by Tammy Franklin. The meeting was adjourned at 11:20am.

Submitted by Secretary: Jon Gilmore 08/30/2022

Jon D Gilmore