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Running Document of Closed Sessions WHP BOD

9/25/19- Phone Conference. 8:16pm-10:55pm All consented. Closed session regarding litigation and contracts.

All agree to sign contract with Continental Pools for resurfacing.

10/2/19- Phone Conference. 6:54pm-9:05pm. All consented. Closed session to discuss contracts and litigation.

Unanimous decision to have running document of minutes from September 21, 2019 meeting, so that all can have input. There was much to record, and the minutes should be agreed upon by the Board before circulating. Tim has difficulty accessing e-mail and incorporating input from Board Members, so Melissa will manage the document this time.

All BOD members are in agreement about interviewing Baker and Associates. Collaborated on a list of questions and about scheduling a teleconference. (Phil Cheung was interviewed for expanding services in person on 9/20. William Feehney was interviewed for accounting services in person on 9/21.)

Decision made to cancel October open BOD meeting, and to revise schedule moving forward, to model structure after Assateague Point. Goal is to hold productive meetings in the future.

10/6/19- via email- 9:19pm- Ed Scheiner made a motion:

We the BOD of White Horse Park agree you appoint Barbara Price as replacement for Tim Mummert as Secretary immediately

Norm seconded: I'm in agreement.

Melissa: I am willing.

Barb, are you willing to serve as secretary of the WHP BOD?

Barb: Yes, thank you

Melissa: Thank you all. YES. This is a board decision effective immediately. I will share our decision in the October newsletter, and we will announce it at our next board meeting. Our approved September minutes will be submitted by the WHP BOD. Please continue to share input. We can discuss and decide. Thanks to everyone who is willing to work together.

Reference: bylaws article VII section 7. The Board may remove any officer from office with or without cause by majority vote of the Board.

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10/21/19- Phone Conference 6:55pm-9:19pm. All Consented. Closes session- Contracts.

Tim Mummert made a motion to hire Baker and Associates. Motion was seconded. Motion carried. Vote 4-1. Barb Price was not in agreement.

11/7/19- Phone Conference 7:12pm-9:15pm. Closed session. Contracts and litigation

Tim Mummert made a motion to hire Quality Staffing Services to help us to recruit a park manager replacement for Ted who plans to retire in March. Motion seconded. Vote 5-0.

Norm made a motion that the BOD sign an oath written and collaborated on by the BOD. Motion seconded. Vote 5-0.

11/11/19- The Board was present at a closed meeting to discuss litigation. Meeting began at 11:00am. Jim Almand, Jim Bunting, Harold Higgins, and Maureen Howarth were also in attendance.

11/19/19-Phone Conference 10:02am-12:34pm. Closed meeting to discuss litigation. All BOD present.

Unanimous agreement for our Park Attorney to send his drafted response to lawyer hired by 2 community members re: the legality of Melissa serving as Acting President.

12/2/19- Phone Conference 9:02am-12:31pm. Barb Price made a motion for the BOD to go into closed session to discuss litigation. Motion seconded. Vote count- 5-0.

Consulted with Jim Almand. Board discussed.

Norm Ross made a motion to move forward to follow the attorney's advice as he has explained. We intervene in the litigation as an adverse party in order to protect our community and to bring this matter to a swift conclusion. Barb Price seconded. Motion carried. Vote 5-0.

Tim made a motion to increase park dues by 7\$ a month, starting January 1, 2020, in an effort to help pay for unbudgeted expenses. This increase will be re-evaluated closer to the start of the next fiscal year (April 2020). Norm seconded. Motion carried. Vote 4-1. Barb Price opposed.

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12/12/19- 9:10am-11:03pm. Ed made a motion that we go into a closed session to discuss litigation and contracts.

Norm-Motion to provide Christmas bonuses to Ted, Janice, Doug, and Joe, in the same amounts received last year, with the exception of raising Joe's to \$300.00 because he is covering for Doug. Motion seconded. Motion carried. Vote 5-0.

BOD- all in agreement that Press Release is ready to be released. BOD will be sure to release it to the community before Mr. Almand releases it to the media.

12/19/19- phone conference. 6:58pm-9:30pm. Melissa made a motion to go into closed session to discuss litigation and contracts. Norm seconded. Ed in favor. Barb and Tim were not available to meet. We had a quorum so we conferenced.

1/9/2020- phone conference. 7pm-9pm. Norm made a motion to go into closed session to discuss personnel, contracts, and litigation. Ed seconded. Melissa and Tim in favor. Barb not present.

Norm- Motion to institute a **rule/regulation** for fees and fines. If a person is a 'Member in Good Standing', then late fees can be waived as long as the debt is less than 90 days past due. Seconded. All in favor. Barb not present.

****update- Barb advises this is a rule/regulation, NOT a protocol. It has been set by the BOD, and our wording could be confusing to membership.**

1/16/2020- phone conference. 7:10pm- approx.. 10:00pm Melissa- Motion to go into closed session to discuss personnel, contracts, and litigation, along with these topics in the context of the 2020/2021 fiscal year budget. Ed seconded. Tim and Norm in favor. Barb not present.

1/22/2020-phone conference. 7:46pm- approx.. 10:30pm. Melissa- Motion to go into closed session to discuss personnel. Motion seconded. Tim and Norm in favor. Barb not present.

Personnel matters discussed and decisions made in our best effort and good faith to protect our Association.

1/24/2020- Norm, Ed, and Melissa met with Ted to discuss personnel matters. Ted informed us that he would be sharing with the community that he decided to retire.

The decision was made to contact ABCO to provide coverage during the day shift. Reasoning: Janice is alone in the office. Vandalism has taken place in the park during the time Janice and Ted were both employed. It was addressed by the Board and not by on-site staff or community members present. An extra set of eyes/ears/hands will be helpful over the next few weeks. Decision will be re-evaluated in about a month.

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1/29/2020- phone conference. 7:15pm. Melissa requested call to discuss personnel. Tim, Ed, and Norm agreed. Barbara was available for consult earlier in the day.

Board confusion- emails regarding setting office hours to help Billie with transition to park management were misunderstood by Tim over e-mail. Immediately, as Tim, Ed, Norm, and Melissa spoke, Tim made it clear that he actually was in favor of allowing Billie to establish hours for appointments/walk-ins. All Board members are in support of this action, and all agree that the Board should be consulted and have input any time there is a desired change in office hours. We have unanimous support, on the Board, regarding the hours established for the first two weeks of Billie's employment.

1/31/2020- Board consulted among ourselves and with Janice. Via text, email, and/or phone, Barb, Norm, Ed, Tim and Melissa approved proposal from Continental to take care of the pool straps.