

White Horse Park Community Association
Board of Directors' Meeting
Phone Conference due to COVID-19
Date/Time: July 21, 2020 7pm-9pm
Start: 7:06 pm
End:

Community Input sought prior to conference via June newsletter and sharing of agenda prior to conference

Call to Order
Naming of Board Members Present
Acting President Melissa Peters
Vice President Norm Ross
Treasurer Ed Scheiner
Secretary Barbara Price
Member Tim Mummert

Minutes from September meeting

Approved: Melissa motion to approve. Ed second. All approved 4-1(Tim)

Running Log to date/infusion into current meeting minutes

Approved: Ed motion to approved Barb 2nd. Approved 4-1 (Tim)

Financial report from October 2019—June 2020-Ed Scheiner

Financial Reports success a result of Baker & Associates contribution to controls and guidance. Baker & Associates are WHP Professional Accountants ONLY> References to their website on property management competency Do Not Apply. WHP has its own Internal Management Team BOD and Park Manager. Account Receivable are in a better position with aging improved significantly. June Reported for the BOD include Names of those Delinquent and will be delinquent for Voting Privileges. Tool used consistently, fairly and equitably with the collections is the late fee resulting in \$1,088 income of has shown benefit is the pursuit of more timely membership payments. In addition the switch to Famers Bank of Willard has assisted with Direct Payments only resulting in more efficiencies. Famers Bank fees are paid as a result of fund balance as normal bank investments on depositors. Reserves are being funded by the dues payments monthly without exception. All Financial Reports posted to WHP Website thru June 30, 2020

Financial Summary

As of June 30, 2020

Reserves balances	\$317,701
Profit/Loss @ 6/30/20 Operating Income	\$319,792
Operating Expenses	\$271,109
Budgeted Reserve Contribution	\$ 17,585

Net Operating Income/(Loss) \$ 31,098

Monthly Commentary to help membership with explanations of sources of revenue and spending are now being supplied. Questions from membership are encouraged and have consistently been answered to this point.

Audit for Financial Records performed by Wigglesworth, Layton, Moyers, Chance P.C. CPA Firm. Results were a "Clean Audit" with special notice for the cooperation and ease of developing data necessary to complete the audit.

Certain Unbudgeted items will impact this Fiscal Year, while savings are sought to soften their impact
Pool Covid-19 Estimate \$12,000 to \$14,000

Security With office changes and certain events \$3,000-\$5,000

Legal- Presuming events subside as expected with successful Court Action –No further special allowances for costs should be needed. But should need occur funds will be supplied to finish legal compliance needs saving WHP.

Norm

Bakers & Associates are our accountants. Rumors still going around- just to be clear- Baker's do not offer property management services to WHP. Our Management Team consists of the BOD and our Park Manager – Billie Reynolds

Barb

Would like to state the Baker's are not WHP property managers even though their website states they can do property management services if the client asks.

Financials through June 2020 Approved:

Melissa Motion. Norm Seconded. 4-1 (Barb)

New Business:

Town Hall Meeting

Convention Center Contract.

Melissa concerns over the contract terms are strict on cancellation. No refund.

Norm agrees.

Ed to call Convention Center- Contract terms for cancellation, Waiver, extend the contract deadline until we have pricing for streaming and wifi.

Billie-in contact TR for costs

Perhaps a Community Building with ONLY BOD and the Candidates and U-tube or Stream with questions submitted beforehand. No member participation. Candidates invited to come in for 'interview'.

Tim in favor of Town Hall with questions submitted and candidates answer.

Norm presented the idea of a Q&A emailed to each candidate with option to answer in place of Town Hall Meeting.

Decide after we have all information regarding convention center/streaming/wifi. We have a few alternate ideas to discuss for town hall meeting.

Election and Candidates.

Each candidate to answer hybrid questions, plus individually asked questions.

Annual Meeting

Election/Process- 11 candidates. Committee, Conflict of Interest, Two Relatives can run,
(If time allows...)

TBD

Package Delivery- To remain the same at this time. If owners are uncomfortable bringing traffic into the community, an idea is to have packages delivered to the post office for pick up.

Process for Landlords/Rentals- Tabled

Revise Rules and Regulations- Tabled

Lot Owners' Opportunity to Comment on Association Matters

Email Questions:

1. Gilmore 117- How is Farmer's Bank of Williard's paid? WHP pays zero to Famers Bank for fees Which occupancy rules will WHP use moving forward? BOD only empowered to enforce Park Declaration. The county enforces law.
2. Sue Gajewski 131-Why was contractor hired to do roof on marina shed? Asked and answered before Doug refused to do roofs.
3. Weber- 204-Rental suggestions. Thank you. The Board will take your ideas under advisement.
4. Poe-169- Can I have a gas fire pit. Please reach out to the ECC committee for rules and consideration
5. Quimby- Comments about meeting style and concerns about changes being made to rental policies
6. Ted Gajewski 131- Questions about Reserve – Bank of OC funds folded to reserves. “Regular” means operating and “Sweep” is a product that allows us to work with the same bank but stay within FDIC limit by moving funds to other FDIC insured banks. No purpose reserves at this time.
7. Tommy DeSantis- 462-Hotel Tax for rentals? We will look into this.
8. Walizer 292-all should be allowed to run as candidates/vote/use amenities regardless of residency status.
9. Hamilton-196- Pool oversight,... Monitor and Best are handling. Billie does not need to physically visit the pool to handle. Everything in on the camera. Plan B for election/town hall meeting? Yes other options are being discussed. Waiting on Convention Center Pricing and Covid regulations and then we will decide. Historical BOD Minutes- recently 2013 minutes surfaced. Has BOD reached out to anyone? Has BOD decided how to handle anticipated increase in W&S cost?
Yes- BOD has contacted previous managers who have not responded to help us understand previous retention system. No- we haven't discussed water/sewer expenses.
10. Fromm-82-Clubhouse waiver available to all owners? Yes, any one who wants to rent the clubhouse will need to sign the Covid Waiver.
11. Elaine Wolf 353- Hopes Board will get documents organized and updated. By-Laws 1988 were revised and amended 2002. Board plans to revise By-laws and Decs with the community, under the advice of the attorney, after the litigation.

12. Jenkins-375- Reconsider mailboxes? Mailboxes have been decided. Election. To be considered and announced.
13. Fromm-82- Deliveries. Keeping as we have decided. If owners don't want traffic in the community, packages can be delivered to post office for pick up.
14. Don Piarulli- 88- Full time residents should be in good standing. BOD should research ways to have call-in meetings.
15. Linda Underwood 180- Concerns about meetings. *BOD is handling as we are due to Covid.* This Board has made a solid effort to communicate simultaneously and to keep community informed. Financial Report concerns- there is a new format. Package Delivery concerns. Mailbox concerns. Concerns about integrity of election process.

Motion to close meeting.Ed

Seconded Melissa.

All in favor. 9:22pm.

Running Document of Closed Sessions and urgent decisions made by the WHP BOD 9/25/19-7/20/2020

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 to appoint Barb.

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.

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.

12/12/19- 9:10am-11:03am. 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.

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.

2/5/2020- phone conference 7:39pm. Melissa made motion to go into closed session to discuss budget, personnel, and BOD enforcement of Declaration in the context of our responsibilities and the pending litigation. Motion seconded. All in favor. All present.

2/6/2020- email generated by Melissa asking for Board opinion regarding 1- allowing all members to attend March Meeting because much valuable input will be presented for all to hear.2- Inviting our Park Attorney to give a legal summary and remain for the Q and A session at the end of the meeting.

Board members responded to the email expressing support about inviting our attorney to attend and remain for the questions.

Board members are in support of allowing any interested community members to attend.

2/13/2020- Phone Conference 7:15pm. Melissa asked for phone conference to discuss budget. Barb, Norm and Tim agreed. Ed not present. After reviewing the draft, and making a few adjustments, the Board members were all in agreement that the draft is ready to be shared with the community.

Board also discussed rule for handling delinquencies. Board also discussed member in good standing determination process.

2/19/2020- Phone conference 7:47pm. Melissa made a motion to go into a closed session to discuss personnel. Barb seconded. All in favor. Ed not present. Overall, Board agrees that it is our job to make sure the office functions for the good of the entire park. Board will do whatever it can for the good of WHP.

(Backstory)-There has been ongoing discussion via email/phone/during budget planning process regarding Mediacom billing and the confusion that results when the cost goes up after payment amount is communicated to the association. The Board received email from a community member addressing frustration with this matter.

Ed contacted Mediacom and pursued a 3 year contract.

2/20/2020- Mediacom sent a 3 year contract. Melissa forwarded it to the BOD, and by 2/21/2020-we had unanimous agreement to sign the contract.

2/25/2020- After collaboration with Baker and Associates re: best billing practice and after collaboration with Jim Almand re: the Association's ability to pursue delinquent payments, Melissa posed, in an email, a change in the billing process for Mediacom. It was recommended by both our attorney and our accountant that we shift to monthly billing to avoid confusion, in the future. Mediacom charge of \$25 will be rolled into the monthly assessment (rounded up to cover service in the office and in the clubhouse). Melissa, Norm, and Ed in favor of monthly billing. Tim and Barb are not in favor. The decision was made, to switch to monthly billing, with majority support 3-2.

Note Members still have the 'option' to pay in one lump sum- \$300, by April 1, 2020, though billing will actually now be monthly and added to the assessment total (Dues+Water/Sewer+Mediacom)

Through Billie's research of contracts, the Board learned that our Board approved signed contract for the maintenance of our pool, back in October, had never been submitted, by our park manager, to the pool company. Billie collaborated with Doug and learned that we may have other options now that we are under new management/board. Billie went to Best Aquatics and worked hard to advocate for our community to be given another opportunity. Billie was able to secure an offer, with Best Aquatics. It turns out to be a projected savings of

roughly 10k. Billie took a tough situation and turned it into a victory for our community. There was much discussion via email, among Board members, investigating and exploring contract proposals.

3/5/2020- Barb had reservations with Best Aquatics maintaining the integrity of the new \$24K pool resurfacing. Continental did the resurfacing and would be better informed on how to maintain the integrity of the new surface. Continental also provides a 1 year guarantee on the resurfacing. After discussion, the Board achieved unanimous support to go with Best Aquatics for the 2020 season via email.

3/16/2020-Tim, Melissa, and Norm had a phone conference at 7pm to review the budget. Melissa shared the suggestion, from our attorney, to hold a call-in session, limited to half an hour, for the purpose of approving the budget for the 2020-2021 FY before April 1, 2020. After much discussion, the Board decided on a plan to offer owners in the entire community the opportunity to write in with questions. The goal is to be organized, and to offer owners the opportunity to see and consider the input of others. The board hoped that this strategy would give more people an opportunity to be heard. The board wants to receive and respond to feedback in an organized fashion. Due to the health crisis, and personal schedules, this style works for us to be able to collaborate and communicate efficiently with the community. The Board will take presented concerns into consideration, and will have a short conference on 3/30/20, for the purpose of considering feedback presented by owners and ultimately approving a 2020-2021 Budget.

Melissa will post details on the website and share with Billie. We hope to get the plan e-mailed to everyone who has an email address on file, as well as making hard copies available in the office.

In light of the health crisis, the decision was made to boost the janitorial section of the budget on our current draft.

Melissa, Tim, and Norm revisited the option for monthly billing for cable. Tim shared that he is in favor, as long as the option to pay, up front, is still offered. It is, so he is now pleased with that arrangement, along with Melissa, Norm, and Ed.

Melissa and Norm will stay in communication with Billie, and the board will support any efforts necessary to maintain a healthy environment in the office and in the community as initiatives come down the pike regarding the coronavirus.

3/21/20- Melissa consulted with Billie about Governor's initiatives and Mayor's statements regarding advice about not visiting Ocean City. The Board is in communication, via e-mail and text, regarding community common buildings, and delaying openings of common buildings/restricting personal entry into office during this health crisis.

3/23/2020- In light of governor's directives, Board consulted among ourselves and with management, and all were in agreement to closures as posted on the website.

3/30/20- Budget conference (minutes posted on the website)

3/31/20- in light of Governor's Guidance campground closure, the majority of the board agreed to close the boatyard until further notice. Melissa and Norm also consulted with Commodore Phil Wood, who also supported the decision in light of the Department of Natural Resources interpretation which bans recreational boating.

4/9/2020- conference regarding personnel matters. 7:40pm-approx. 9:30pm.

Billie's schedule- stay the course for now. Wednesdays and on-site as needed. Re-evaluate in 2 weeks.

Melissa made a motion to appoint Lynette Shutty to the ECC Committee. Motion seconded. All in favor. None opposed. 5-0

Barb made a motion to remove Tom Wycoff from the ECC Committee. Motion seconded. Norm, Melissa, Tim in favor. Ed opposed. 4-1

4/16- 7:45pm- Melissa made a motion to go into a closed session to discuss personnel and contracts. Motion seconded. All in favor. 5-5

During discussion about closure and laundry, Melissa received a message about a possible COVID -19 case in the park. It was reported that the guard had received this information from the ambulance chief.

Board is aware of community concern regarding closure and laundry. We agreed to table any decisions until next Thursday 4/22. At that time, we will re-evaluate. Concerns involve need to enter office to load card on money machine. Other options will be explored. Past management and BOD didn't employ anyone for regular janitorial services to clean office and other areas. These matters are a priority for current BOD and Management. Getting quotes, at this time, is difficult, and we didn't have anyone on site willing to perform necessary duties.

Board and Management are continuing to collaborate and problem solve.

Election matters will continue to be evaluated over the next few weeks, in light of restrictions.

4/22/2020- 7:40pm Melissa made a motion to go into a closed session to discuss matters relating to personnel, contracts, and matters relating to litigation. Ed seconded. All in favor.

Election Timeline- After discussion about Governor's restrictions regarding COVID-19, Melissa made a motion to postpone the election until approximately (at least) 60 days after we are authorized to hold a meeting. We would first hold a meeting that will accommodate **all members** and offer the opportunity to hear candidates as is in normal WHP Tradition. We would also plan to have an open discussion for members to ask questions of candidates during a Board/Town Hall meeting (more on Q&A process to be determined, as some may be able to

be handled electronically). After this meeting, within 30 days, we would hold the annual meeting/election. The deadline for submitting resumes remains May 12, 2020. Ed seconded. Norm and Tim in favor. Barb agrees with postponement, but she believes deadline for resumes should be extended. Motion passes 4-1.

In an effort to get the park prepared for opening, once restrictions are lifted, there is a plan for the laundry card loading machine to be moved to the outer cove of the office. Owners will load their own cards, and machine/cove will be accessible only during office hours. Norm, Tim, Ed, and Melissa are in favor of moving the machine in an effort to cut down person to person contact. Barb believes the machine should remain behind the counter. Decision to move the machine supported 4-1.

**Sanitization is another missing part of our services. As this is resolved, opening certain facilities will be considered.

Pro-rating Boat slips- The Board is discussing Tim's proposal to pro-rate slip rental fee. Pro's/Con's/fairness are being considered.

Update on Billie's presence in the office- Billie will be working on-site with social-distancing efforts in place. Owners are to call with needs and matters that need person to person contact will be handled through the office window. The Board was set to re-evaluate the plan, but Billie decided that it was most effective for her to perform her job on-site. The Board has agreed to support Billie's management decision.

Melissa shared with the BOD that she contacted the Governor's Office and left a message. Melissa spoke with folks in the Worcester County office. The Board's actions are appreciated. Worcester County hasn't experienced the peak of the virus, and over the last week, cases have tripled. Medical facilities aren't strong enough to house visitors on top of residents. Those who don't have primary residence in the area are not encouraged to visit. Our actions are seen to be in line with the Governor's Interpretive Guidance.

Melissa shared with the Board that Billie will be off on Saturday, this week, due to meeting/supervising contractors on Thursday (her regular day off) and Friday.

The Board discussed this running log. Barb had a suggestion for a revision about her position on the pool contract dated 3/5. The Board agreed to add her comments. After the update, 5-5 Board members agreed to this log.

5/1/2020- 10am. All present. Board discussed members in good standing.

5/5/2020- 10am. All present. Board discussed members in good standing.

5/8/2020- 2pm. Board had a phone conference with Mr. Almand regarding litigation. Barb, Ed, Melissa, and Norm were present. Tim did not respond to invitation to attend.

5/11/2020- 10am. Closed session to discuss topics in context of litigation and related to contracts. All present.

Ethics- Oath- conflict of interest- addressed. Litigation and Good Standing discussed resulting in more questions that Melissa has been asked to pose to the attorney and no resolution.

5/18/2020- 10am. Closed session to discuss topics in context of litigation and contracts. All present and in agreement.

Decision to take action on an owner-not in good standing -detrimental behavior. All in agreement.

Motion- Tim -Charge \$67.00 per year for mailboxes. If you want a mailbox, and none are available, put your name on a waiting list. Motion seconded. Motion passed 5-0.

****Note- After further consideration, at a later date, Barb changed her position and now feels that those who have had mailboxes should be able to retain them under the conditions of their purchase.**

**Note – Mailbox access must be in compliance with Residency Declaration 3.1.

Records Retention. No policy in place by previous Boards. This Board will work to institute a policy from this point forward. This Board not responsible to negligence in prior record keeping.

Pool use- Waiting on Best Aquatics to obtain permit from the County, then Board will discuss. Until then, decisions are out of the Board's hands.

5/28/2020- via e-mail BOD made decision to charge \$125 security deposit on mailboxes. The deposit will be refunded if key is returned and box is in good condition. Charges apply to all owners who utilize mailboxes. Decision supported 3-2. Norm, Ed, and Melissa support. Barb and Tim oppose.

6/16/2020- Melissa- motion- Closed session to discuss Good Standing. Norm, Ed, Tim in favor. Barb not present. Discussed Good Standing Letters for those either in Violation or claiming to be in violation of Declaration 3.1.

Board decided to develop an agenda to share with the community, as there are a few topics to be discuss, that are appropriate for open session/community input. Due to Covid-19, and the size of our community, at this time, we will seek input prior to our phone meeting, so that we will have input as we discuss topics.

Tim, Ed, Melissa, and Norm all agreed to and endorsed the running log through the 5/28/2020 entry.

6/23/2020- Melissa made a motion to go into closed session to discuss topics related to contracts and litigation. Norm Seconded. All in favor. 7:15pm-9:45pm.

Melissa, Barb, Ed, and Norm agree to send Standing Letters to those on the list provided by Mr. Cropper. Tim abstained.

Norm- Motion to move forward with flag pole replacement. Ed amended to add that Billie can take action, independent of BOD if cost remains less than or equal to 5k. All in favor of replacement. 5-0. *Following the vote, Barb changed her mind and voted no because she feels the payment should come out of Marina Reserve. A request for a change in position will be honored. The official vote is 4-1, Barb opposed.*

Melissa- Motion to turn decision about where, in the budget, the money comes from, over to the Bakers/Treasurer/Billie. Motion seconded. Motion passed 4-1. Barb Opposed.

All in favor of running log through 6/16/2020.

6/23/2020- Melissa motioned closed session to discuss topics in context of litigation. Seconded. All in favor. 7:15pm-9:15pm.

Retention Policy discussed.

Melissa posed having a conference after seeking input from the community on issues that don't need to be discussed in closed session. Board in agreement. Will collaborate on agenda, and seek input. Barb proposed waiting until the newsletter goes out to let community know. Date to be decided later as newsletter won't go out until July.

Standing letters to be mailed to owners on the list provided by Mr. Cropper. The Board decided to determine that owners who are claiming to be full-time residents, in the litigation against the community, would be compromising their member in good standing status. The affidavit will also be included in the mailing, as an opportunity to have good standing status restored. 4-1 in agreement. Tim abstained on grounds of freedom of speech. They can say what they want.

6/28/2020- Melissa sent an email regarding photo that was received. Lot 208 has a truck with a grossly profane license plate in the front window. The majority of the Board determined this to be in violation of our community rules and regulations. Barb did not provide any input. Tim is not offended by the freedom of speech. Tim suggested someone approach and ask nicely to have it removed, but he refused to do it because he is not offended.

****Note-** the request was reported to have been made, and the verbal repeat of the sign was made.

The Board and management will address.

Bathrooms- Pool bathroom left in a sloppy and unsanitary manner on Sunday. New plan-monitor will unlock bathroom for one person/family at a time. Monitor will log users and check bathroom in between uses.

In the other bathhouses, someone left feces on the floor, and someone actually smeared feces under a bench in the men's bathroom earlier this week. Board considered closing bathrooms until problem can be dealt with. Many options discussed through email. Ultimately BOD and management decided to restrict bathhouse hours to 7am-7pm. System in place to monitor more closely. This will be re-evaluated depending on need and handling of bathhouses moving forward. Tim not in favor of restricting hours.

****Owners** have reported to the BOD that our previous manager is posting on facebook that feces issues were always there. The BOD is appalled that nothing was done to manage the situation in the past. The majority of the Board feels that this is unsanitary- COVID or not. After checking around, the Board has learned that these problems are NOT common practice in communities. The majority of this Board wants to get a handle on this, as our goal is for WHP to be respected.

As a side note to the community, the Board apologizes for 'airing dirty laundry' in an effort to be transparent. You all need to know where we are, so that you all can help us determine where we are headed.

After much discussion, on July 4, 2020, via e-mail, at 11:24am, in light of COVID 19 Concerns-Melissa made the following motion:

To allow clubhouse rentals as long as social distancing requirements-prepared and presented by the park manager-are adhered to, it is understood that renting is a private responsibility and the Park is not liable, fees are paid, and the clubhouse is left in a cleaned state. If these expectations are not abided by, rentals will cease. Melissa will consult with attorney to determine whether signing a release is appropriate.

Motion seconded by Barb. Motion passed 4-1, Tim opposed.

****Attorney recommended that we should have the owner renting the clubhouse sign an acknowledgement of the issues surrounding the Covid-19 problem and the recommended protection from infection. Also, it could contain a waiver and hold harmless for whatever benefit that gives the Association.**

7/15/2020-After much discussion via email and text, and much consultation with attorney and park manager, Melissa made a motion to send an email, with verbiage recommended by Mr. Almand, regarding the property in question with significant structure violations. I believe this is fair to the buyer, seller, and community, as it will provide the opportunity for owner to handle and correct or help the Board to be more clear on circumstances that appear to be in significant violation of boundary rules and regulations and governing documents of our community. Norm seconded. Ed and Tim in favor. Barb did not vote. Motion passed 4 in favor.

7/20/2020- 7:35pm- Melissa motioned to go into closed session to review legal advice pertaining to a lot with structure exceeding setbacks and boundary lines. Norm seconded. All in favor. After discussion,

Ed motioned to offer the owner a choice. Make changes necessary to be within setbacks in compliance with Worcester County Zoning Rules; Apply for a waiver and produce the waiver from County Zoning for the violation and encroachments; Produce final approved building permits for structures that encroach on setback and common ground areas.

Norm seconded. All are in favor. Motion passed 5-0.