

**WHITE HORSE PARK COMMUNITY ASSOCIATION
OPEN MEETING MINUTES**

DRAFT

February 26, 2022 – 10:00AM



Call to Order: 10:00am

Attendance: Live (23) + Zoom (24) / 45 total Lots represented.

Pledge of Allegiance

Meeting Procedure: The Lot Owners' *Open Forum* is scheduled before any vote is taken by the Board. Based on discussions of New and Old Business, the BOD reserves the right to add and remove items up for vote.

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: The September 25, 2021 and October 23rd, 2021 Open Meeting Minutes were made available and approved by unanimous vote by the Board and Association.

Property Manager's Report: Presentation by Property Manager Janice Carr- updating on projects and conditions in the Park.

Treasurer's Reports: The P&L report for January was presented with commentary by Brian. Next: A brief summary was given for Treasurer's reports going back to September 2021 thru December 2021. Motion to approve the financial reports from September 2021 thru January 2022 made by Brian Fenstermacher and approved by unanimous vote by the Board.

Committee Reports:

* **ECC: Members:** Craig Small, Susan Waskey, Bonnie Stevens, Joann Topolski, Leroy Weinreich
No report given. Pat mentioned property inspections to begin in May.

* **Clubhouse: Members:** Laura Bivona, Penny Condren, Fern Thomas
A prepared announcement and updates was read by Tammy Franklin.

* **Marina: Members:** Phil Wood, Ted Pedzich
Report offered by Phil Wood; covering details of the Boat Yard projects.

* **Beautification: Members:** Terri Koller and helpful volunteers.
Terri mentioned an open invitation for Owners to pull weeds or plant flowers at their own desire and convenience. Help is always appreciated with efforts to keep the Park looking beautiful.

New Business:

*Presentation of the 2022/2023 Budget by Brian; line item details w/commentary covering the proposed new budget.

*Commentary on the Cable Contract & **bi-annual billing** - presentation offered by Pat. **(BOD Vote)**

*Quarterly billing for electric service will continue - Presentation offered by Pat. No change in billing.

*Commentary on Trash Contract - No change in the trash company contracted with WHP.

*Change in Accounting Services - details presented by Brian - (more in the open forum).

*Amendments to Declarations and By-Laws - This topic was moved to Old Business.

*Seasonal Rentals - County Permit - Increase (\$50.00/\$100.00) in WHP Fee **(BOD Vote)**

* Gate Pass Rule for visitors - Reminder that all guests need to check in with the office upon arrival at the Park. Following the check-in process, gate cards can be used if available.

*Mention of the 2022 BOD Election - Nomination / Resumes due by May 11, 2022

*Impromptu announcement - Pat mentioned the signing of a new Pool Contact.

Old Business / Items up for Community Vote at the 2022 Annual Meeting:

*Dog Park - This item has been tabled.

*Fire Pits - Pat mentioned more information needed along with an opinion from the Fire Marshall.

*Golf Carts - Pat shared that approval of Golf Carts would require an amendment to the Declarations. Also mentioned was a Community wide poll needed to get feedback from the Community on questions about **Golf Carts and Fire Pits**.

*Proposed Amendments - Presentation by Terri Koller, updating news of the Board's project to amend outdated or inefficient sections of the Declarations and/or By-Laws.

Open Forum: [Rules]: 3 minutes per "lot" - Please be courteous - Topics may be limited by the BOD]

Live Session:

*Lot #391- Q #1: Question about recycling of plastics

A: Pat explained the higher cost to recycling and mentioned appropriate dumpsters located near the local WalMart.

Q #2: Questioned ability to sell more tickets at Clubhouse events

A: Pat explained the maximum number of people allowed in the Clubhouse, based on the Fire Marshall's directive. Tammy added to the conversation, mentioning possible takeout dinners and moving people outdoors.

Q #3: Question about coupon books being provided for payment of WHP dues etc.

A: Contact Farmers Bank of Willards. Pat mentioned no charge for that service provided by Farmers Bank.

*Lot #433 - Comments were made about a group of concerned citizens belonging to a faction known as WHPCO. - Praise was offered to the Board for having more meetings and improvements in the park.

*Lot #130 - Q: Owner sought information from the Park Manager, on the subject of the Park's Gate Pass rule for visitors and renters.

A: Janice shared rules and the process where all nonowners shall register with the office. Temporary passes are available if a Gate Card is not provided by the owner.

Q #2: Owner questioned fairness of charging a special fee to Owners who will be renting their unit.

A #2: Pat shared from past experience that renters often create circumstances that cause an increase costs for Park maintenance. Janice mentioned renters also use the amenities.

Live Session Continued:

*Lot #282 - Asked for details of what duties the office will be taking over from Jenna (of Bergey Co).

A: Brian offered greater detail of what was previously stated in the meeting.

*Lot #395 - Owner asked about the cleaning service line item in the new proposed budget - compared to what cleaning service was provided in the past.

A: Tammy Franklin provided the response for clarification. A point mentioned was about the Park's Maintenance Workers, by not having to clean Bathhouses allows them to do jobs that have been outsourced in recent years.

Q #2: Were bids received for the Park's cleaning service needs.

A #2: Yes. More proposals are being sought.

Q #3: Is there a problem with Lot 121 - common ground issue?

A #3: Joann Topolski (ECC) reported that no encroachment or other issue was a factor on lot #121.

*Pat Heath revisited questions asked by Lot #282, explaining comparisons between bookkeeping services provided by Jenna (Bergey&Co) and the same services being transferred to the WHP Office. Brian mentioned errors made by Jenna when reporting information on reports and spoke about segregation of duties.

*Lot #360, gave notification about clean up needed around the park (on Common Ground). Tammy Franklin mentioned a clean up day scheduled for May 7th.

*Lot #117 - Ask what the amount of the new monthly assessment would be.

A: If the new budget is approved, the HOA fee will be 154.00, starting in April

Q #2: Ask if a cart for yard debris could be placed by a dumpster.

A: Yes. A trailer has been modified to handle bags of yard debris.

*Lot #51 - Questioned how gate cards and registration of visitors is being done.

A: Pat explained why relatives still need to check in with the office upon arrival.

*Lot #438 - Mentioned a time when a few electric meters malfunctioned, asking if that problem was resolved.

A: Pat gave assurance that the faulty electric meters have been replaced.

Q #2: Asked if appearance in sections of the boat yard fence could be improved.

A: Phil Wood agreed that improvements could be made to the chain link fence.

Virtual Session (Zoom) Open Forum: Transcript Includes comments and Q&A:

Q: A prepared letter sent from Sylvia Devilbiss Lot #335 was read - asking about the proposed budget increase for Payroll (cleaning vs Office Staff), and the effect of bookkeeping being moved from Jenna to the WHP office.

A: Tammy responded to the questions about the new budget, cost for Office Staff, and office hours.

Roxy Stasulli : The audio is very muffled

Q: White Horse Park: Is the audio better?

A: Brent Erskine Lot 125: Yup

*White Horse Park: It is up to the person speaking to follow directions with how to speak. thanks

Ginger Fromm : Much better. Thank you

Q: Brent Erskine Lot 125: Does Janice have a background in Accounting?

A: Janice responded by sharing details about her 40+ years experience in bookkeeping without formal training in Accounting.

Bev Quimby Lot 83: we have accountant still, just listen

Ed Scheiner Lot 254: We do not have an Accountant still. Bergey only handles the Tax Filing for payroll and year end. Bergey also does the Secretarial Filing "Compilation Report at year end. All other day to day accounting that make up the numbers is done in house by Janice.

Brent Erskine Lot 125: Was just a curious question, and perhaps I misunderstood. I thought they just said she was handling the day-to-day bookkeeping activities.

Bev Quimby Lot 83: ask them Ed I read something different about a Mr west I believe

Ed Scheiner Lot 254: You ask. I have asked got responses Thank you for your email

Q: Ed Scheiner Lot 254: WHY is the Legal in the Budget for \$9,000. WHAT Specifically is it about? The BOD advised in September they may be revising the Documents. Is this what it is for?

A: Brian stated that the newly proposed budget for "legal" is \$4,000.00. Not \$9,000.00

*White Horse Park: A reminder. Please type your questions "At the time" the board requests questions from Zoom attendees. Because there is so much chatting going on, I will not be able to read through everything to see what is an actual question. Just write them down and type them in when asked to do so. Thanks

Bev Quimby Lot 83: I have to leave soon so hopefully someone will pass my comment on

Bev Quimby Lot 83: kudos to New Board, and new staff, as well as PM. Outstanding jobs from all. I'm particularly impressed that in this current world in outrageous inflation that our BOD have not increased our dues

Leroy Weinreich Lot 316: Ecc needs pictures of materials upon request and updated plats!

Sylvia Devilbiss Lot 335: This board deserves so much credit for the extensive work they have done to save the residents as much as possible

*White Horse Park: It is ok to enter any questions. Thanks

Virtual Session (Zoom) Open Forum Continued:

Sylvia Devilbiss Lot 335: This board deserves so much credit for the extensive work they have done to save the residents as much as possible

Fern Thomas Lot 282: Where is the total for capital reserves (Answer on Page #6.)

Q: Ed Scheiner Lot 254: Budget There is a 5-7.5% INFLATION FACTOR IN PLAY FOR THE ECONOMY!. This said how can the costs be budgeted without this allowance.

A: Brian explained that inflation was taken into account for a select few proposed budget categories.

Q #2: Eg. IF Gasoline is up 50% and Wages are UP 20% how then can the Budget not expect Vendors to be Billing for their Increased Costs?

A #2: Brian assured that the proposed budget includes quotes and vendor contracts.

Q #3: If the Budget is proposed to have SURPLUS, shouldn't that be held aside until last quarter as a BUFFER for the Unknown or increases in cost not expected?

A #3: Brian stated that the proposed new budget does not have a surplus - budget worksheet preparation moved any additional funds into a mix of categories.

Q: Bill Hamilton Lot 196: will the twice yearly Mediacom Cable charges be invoiced (like quarterly electric) or just expected that homeowners will pay the charges by the due dates?

A: Brian replied that an invoice is probable, something like how electric billing is handled.

*Comment: Ginger Fromm : we always sold the amount of tickets the building would legally hold.

Then if it was a beautiful blue bird day we would sell additional tickets the day the event. We never ran out of food. No one went home hungry.

Response: Pat mentioned additional tickets could be sold once maximum seating capacity is made official by the Fire Marshall.

Q: Ed Scheiner Lot 254: Why are Renters allowed to use the POOL???

A: Pat mentioned a lack of monitoring who a pass holder is, and alternative means for allowing people to enter the pool is being considered.

Q: Brent Erskine Lot 125: Is the person writing the bills also signing the checks, or is someone on the board signing the checks?

A: Brian mentioned that Janice will be signing checks, but most invoices are not paid by check.

Bev Quimby Lot 83: kudos to all the positive changes, BOD, PM and all other staff for Outstanding jobs they are doing. I feel well informed and appreciate the fact that expenses are being maintained without increasing our dues while making the park a great place to be again.

Q: Bev Quimby Lot 83: if family has a gate card is it necessary to check in every time they enter or can we just give office information with car, tag etc

A: Jon answered, No. Office registration is only required when first arriving at the Park.

*comment: Sheila's iPhone : I just want to thank the BOD for all the hard work they do for the park

Response: Thank you Sheila.

Brent Erskine Lot 125: Thanks for the clarification, I withdraw my previous question.

Q: Ed Scheiner Lot 254: The PAST BOD did receive the bills to review before payments over a certain amount. Did you check with the past board members?

A: Jon & Pat responded; Agree; the past BOD did receive park bills.

Virtual Session (Zoom) Open Forum Continued:

Jean's iPhone : Who is the gentleman talking now about finance

Lot 282: He's an owner of Lot #282.

Jean's iPhone : What is his name

Ed Scheiner Lot 254: It is uncomfortable to answer legitimate questions completely

Jean's iPhone : I missed it when he introduced himself

Q: Bill Hamilton, Lot 196: (to the Tech person): Would it be possible, without degrading the audio (which, BTW, is VERY MUCH improved) to have 5 microphones (one per BOD member) so that some of the BOD comments can be heard by the Zoom participants?

A: Jon mentioned already having 3 stationary and 1 wireless microphones - and current equipment will not allow service for additional microphones (no spare microphone connection ports).

Q: Fern Thomas Lot 282: I do not see capital reserves on budget - So we only have 50,000 to cover major problems

A: Tammy mentioned where to find the capital reserves line item, adding that if the proposed 2022/2023 budget is approved, \$106,000.00 will be added to the reserves.

Q: Fern Thomas Lot 282: is the bi annual billing reflected in the decreased dues?

A: Yes.

Jean's iPhone to White Horse Park: Thank you to the board for their hard work and volunteer time. I think things are looking good.

2 Items up for Vote by the BOD:

1. Brian made the motion to increase the WHP Rental Fee from \$50.00 to \$100.00 - Seconded by Jon Gilmore. The increase of the WHP Rental Fee from \$50.00 to \$100.00 passed by unanimous vote of the BOD.

2. Brian made the motion to change billing for the Park's Cable service from monthly to biannual billing - Seconded by Jon. The change in billing of the Park's Cable service from monthly to biannual billing passed by unanimous vote of the BOD.

Motion To Adjourn: A motion to adjourn was made by Jon and seconded by Brian
[Adjournment @12:18pm]

Submitted by Secretary: Jon D. Gilmore - [3/1/2022]

Jon D Gilmore

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