

## WHA Annual Meeting Minutes

March 8, 2021

### Board Member Attendance:

<b>President</b>	Judith Rouhselang	P	<b>Activities</b>	Alisha Pankiw/Audrey Strong	P/P
<b>Vice President</b>	Paul Jansen	P	<b>Grounds</b>	Mike Pipke	P
<b>Treasurer</b>	Ross Sexter	P	<b>Membership</b>	Linda Withrow	P
<b>Secretary</b>	Beth Schiffli	P	<b>Pool</b>	Andy Nist	P
<b>Clubhouse</b>	Dawn Deady	P	<b>Tennis</b>	Christie & Ritchie Mora	P

All eleven Directors are present.

Membership Attendees: Membership attendees are listed at the end of the Minutes.

### Call to Order/ Guidelines/ Introductions

**President** Judy Rouhselang called the virtual Annual Zoom meeting to order at 7:30 p.m. She welcomed all Board members and the Membership. Judy introduced herself and said she would be moderating the annual meeting. Judy asked that questions be held until each Director had completed their report and update. Judy began by addressing open Issues from the 2020 Annual meeting. One request from last year was for an agenda to be distributed prior to each annual meeting, and this was done prior to this annual meeting. A second open issue from last year concerned one member asking about the possibly of installing a railing on the few steps walking out from the Clubhouse. This was investigated by the Board this year and the Board voted not to pursue any action.

### The Year in Review

Judy gave a "Year in Review" summary. She said that due to Covid, it was certainly a challenging year in many ways. The Board worked diligently to open the pool on time with safeguards in place according to local, state, and government safety guidelines. Tennis was ongoing and had many participants. To re-open the Clubhouse, a re-opening plan was created and is still in place. In October we said "goodbye" to the Facilities Managers Scott and Ann Sweet. The Sweet family gave notice that they were leaving and announced that they had bought a home, and moved out of the Clubhouse apartment. By the end of November, Brittany and Ryan Jansen had been hired as the new Facilities Managers. The Winter Acorn announced Brittany and Ryan Jansen as the new Facilities Manager. They are doing a nice job transitioning into the position, and they have one young daughter named Shaylee. Members will be seeing more of Brittany and Ryan as we move into Spring and the Summer months. Members are encouraged to introduce themselves and become acquainted.

The Overview of the previous Fiscal Year's Budget with Actuals and the New Fiscal Year Budget forecast was sent to all members. The last fiscal year that just closed is a good story. WHA actual income received was \$8,000 above what was forecast and actual expenses are approximately \$1,000 under what was forecast. A

lot of time was spent preparing the Budget Forecast for the new fiscal year March 1, 2021 through February 28, 2022, and it is a very strong budget.

Judy praised and thanked the four Board members whose terms are concluding and who are exiting the Board. They are: Linda Withrow (Membership), Dawn Deady (Activities, Secretary and Clubhouse this year), Mike Pipke (Clubhouse and Grounds this year), and Audrey Strong (Activities). Each Director has done excellent work, and will be missed.

Judy also thanked WHOA member Rhaya Shilts who has been helping to update the WHA Website.

### **Officers and Directors Reports/ Updates/ Objectives for Upcoming Year**

**Membership** Linda Withrow shared that yearly Membership Dues are coming in well, with only 19 Class A residents unpaid. This is an improvement over last year when at this time there were 51 members who had not paid their dues. She said that new members to the neighborhood receive a Welcome Packet with information about the common properties, and a Neighborhood Directory. Judy spoke for the rest of the Board in praising Linda for her diligence in collecting annual Membership Dues and improving processes and procedures as much background work, communication and follow up is required. Linda's work over many years has improved data collection and neighborhood communication via the Internet in a significant way.

**Activities** Alisha Pankiw said the next event is a Neighborhood Blood Drive, to be held on Friday, March 19 from 1:00 to 6:00 p.m. at the Clubhouse. Alisha and Audrey Strong (now Marie Williams) welcome new ideas for alternative activities. One suggestion to be investigated by the Board is the addition of a GaGa Pit, which would cost about \$3000 to \$3500.

**Grounds** Mike Pipke shared that the light poles in the circular driveway at the Clubhouse have been straightened. In addition, a security light with photo sensors was added to the south side of the building. Mike renovated the sign on the front grounds by installing a new roof with cedar shingles. Mike also replaced the ground lights in front of the sign because these had been vandalized. We may get reimbursed this year for the cost of the ground flood lights. Mike continued to repair the picnic tables and mentioned that they may need to be replaced in a few years. He cleaned the drains at the bottom of the driveway to keep water out of the pump room and basement area, and has cleared most of the dead and dying trees on the property. For Dam work, all trees and brush on the west side have been removed. Mike will volunteer time this year to work on the large stump on the side of the auxiliary spillway. The auxiliary spillway has been repaired and armored rip rap (white rock) installed, and Mike has eliminated weeds and poison ivy from the Dam spillway. Last, the spillway exit channel was repaired and armored riprap (white rock) applied to prevent erosion. Indiana Law requires us to obtain another Dam inspection this summer, and he expects a more favorable report because of the many compliances accomplished. Mike explained that the WHA is not the sole owner of

the dam. The WHA owns and is responsible for maintaining a portion of the dam on its property. The DNR recognizes seven (7) residential homeowners (members) with lake property on portions of the dam as written in their deeds. They are responsible for complying with DNR requirements and recommendations that are written in the dam inspection report. It should be noted that the WHOA arranges and pays for the inspection report that applies to all owners of the dam. Mike's Board term has ended and he will be going off the Board. He shared that he has enjoyed his 4 years, and he will continue to give of his time voluntarily to keep the Grounds looking beautiful. Paul spoke for the rest of the Board to praise and thank Mike for his exceptional work over many years.

**Pool** Andy Nist shared that it had been a challenging year to open the Pool on time, due to Covid. He and Linda Withrow worked hard to conduct due diligence and implement the safety requirements mandated by the Hamilton County Health Department. Once up and running, things went smoothly. Next year, he hopes to have in place a Badge Access System at the gate: Key bobs will be used for entrance. For two years, the pumps have held. He spent \$1500 for pool heater repair, and also supported and worked along with the Clubhouse Director to replace underground piping exiting from the Pump Room with rigid PVC pipe. This improvement will improve the pool back wash process and function of sump pumps in the garage. Luke Donovan was the head lifeguard and he will be back next year. Andy said to please send him any names for possible new lifeguards for next season. A **question** was asked by a **Member** if there will be a Neighborhood Triathlon this year. Andy said it is too soon to tell, but he thinks all should be good by the end of the Summer. Answering another **Member question**, Andy said that as far as capacity of the pool under Covid requirements, no one was turned away due to excess capacity, they never came close to capacity. Paul thanked Andy for his fine leadership to provide Pool participation under the difficult circumstances of Covid.

**Tennis** Christie Mora said that tennis lessons occurred last year in July and August 2020 for youth and adults. The two tennis instructors were excellent, and lessons should resume in June this upcoming year. A new gate was installed with a security code, to keep players coming from other neighborhoods. The method for reserving the courts is going well – reservations are made on the board, and with the Tennis Director. Regarding the security code for the tennis gate, Christie plans to send the security code by e-mail. New nets have been purchased for this year, and Christie is investigating the possible addition of a privacy screen on the south side of the courts. The courts are professionally cleaned once a year, and this is scheduled for March 29. Leslie Coatings will come to fill the cracks. Pickle Ball lines will be added to the second court, so both courts can accommodate this popular sport. Judy and Christie have talked about surveying interest of the Members for a pickleball beginner's clinic and that a clinic may be started this year on Beginning Pickle Ball. Christie said that she is looking forward to a great year for neighborhood tennis and pickleball.

**Clubhouse** Dawn Deady shared that Clubhouse Rentals were fewer in number due to Covid, and it was a challenging year due to state and local requirements that changed frequently. She expressed appreciation for

the patience of renters during this time period. As Andy mentioned, a key drainage pipe was replaced, which helped stop water entering the basement and garage area. Judy thanked Dawn for being instrumental in ensuring a smooth transition from Scott and Ann Sweet to Brittany and Ryan Jansen, as the new Facilities Managers.

**Treasurer** Ross Sexter shared that the FY2021-2022 Budget had been sent to all homeowners. He praised Judy for her efforts to research and compile the Budget, whereas he did Payroll and all other duties. Ross is pleased with the transition to a CPA; this will help organize and modernize our system, plus aid with taxes and Quick Books for the future. He shared the National Bank of Indianapolis (NBol) Bank Account Balances:

Checking: \$7,464.00

Money Market: \$262,587.09

Judy said that at the start of the new fiscal year 3/1/21, an estimated \$107,000 has been carried forward from last fiscal year into the new fiscal year. This is from all 4 WHOA bank accounts. This does not include any money collected from 2021 membership dues. Breakdown at March 1, 2021 was NBol checking \$9,230, NBol Money Market \$90,000, PNC \$6,500, and Chase \$1,787.

**Secretary** Beth Schiffli said that one of her principal duties as Secretary is to publish the Neighborhood Acorn Newsletter three times a year. The Winter newsletter is mailed through the US Postal Service. But the Summer and Autumn issues are sent by e-mail. She said that many homeowners wish to receive a paper copy, and the method for accomplishing this is for a Member to make a request to the Membership Director.

Beth recognized and graciously thanked the Committee of Members who hand deliver these Acorn newsletters:

Judy and **Jim Bauerle** (Chairperson)

Becky Beckman

Dennis Ferguson

Tim McCullough

Dawn and Mark Deady

Daryl and Steve Farrington

Carrie Lawson

Josh Linderman

Lisa McCoy

Mike Pipke and Judy Rouhselang

Steve Yedinak

Linda Young

### **Questions from Members**

Several people inquired with different questions about the status of replacing the Bridge on the Grounds.

**Answers:** The bridge was taken down due to its age, and condition being unsafe (side rails were falling off, the steps were falling apart, ground erosion under the bridge and around cement footings, there was movement of bridge when walking across). Judy responded that last year a few proposals had been obtained, presented, and discussed by the Board, but agreement and favorable vote was not obtained on any one solution – issues raised by the Board were cost, style preference, and installation complexities. The old bridge was

grandfathered in, but the thought was to put a new bridge in a different location and this would require obtaining DNR approval and perhaps Carmel permitting because the bridge would span a different area of the Blue Woods Creek. In summary, Judy said the bridge issue is complicated and there is no action plan right now and nothing in the budget for replacement. She appreciated hearing the desire for replacement, and Judy will keep the issue open in her upcoming term as Grounds Director.

A Member asked, “What is the boat situation?”

Answer: Mike Pipke responded that all boats had to be removed from the dam; this was required by the DNR inspection report. Storing boats on the dam causes erosion and creates impediments to the spillway. In October 2020, all boats were removed. Mike is allowing for a few boats to be stored in the mulch area behind the pool. They must be registered for identification with the Grounds Director. Members can use the clubhouse parking lot when disembarking their boats.

“How is the swim team organized and how was the swim team budgeting done?”

Answer: Andy Nist responded that it is mostly independent from him and is run by Volunteer Moms and Dads. They have their own Bank Account. It is part of the Indy Metro League and there are 7 teams. With Covid, no meets were held this year, except intra-squad competitions where WHOA members competed against themselves. Sign up for swim team is usually the first Tuesday (evening) in May at the Clubhouse, and information will be sent by Mail Chimp.

Judy answered the question about the swim team budget. There were several conversations with the swim team moms about the budget and they were asked to provide the budget for projected income and expenses. The budget was provided and this is what you see represented in the Overview. Swim team is also “self-sufficient” meaning that what they take in for dues and concessions income is then used to cover swim team expenses. We do not look at swim team as an income source because what they earn should be spent on the swim team. The swim team expenses do exceed the income by about \$750 but this is what was provided and is included. The budget is likely based on the 2019 as a normal year. The swim team budget provided is based on 2021 returned to be a “normal” swim team year which is very optimistic considering that we are still in a Covid-19 environment.

“Will there be a splash pad for the Baby Pool?”

Answer: Andy responded that it was too expensive to add a splash pool – a secondary pump and underground tank would be necessary. The Baby pool will be maintained as is.

“Explain the Facilities Manager contract.”

Answer: Judy explained that the contract is an Employment and lease Agreement and had been drawn up by our Legal Counsel.

It is multi-year, and there are many of the standard terms and conditions you would find in such contracts. The apartment as consideration is a provision. A thorough list of Duties and Responsibilities is included. For other specific questions, please contact Judy.

“What is a gaga pit?”

Answer: Alisha said that Forest Dale has one on their playground. A gaga pit has wooden boards that form a pit in a hexagon or octagon shape, and inside that is a ball contraption. If you are hit by the ball, you are out. The pit is only a suggestion, it has not been approved. All ideas are welcome to the Activities Directors.

“Budgeting Process”

Judy explained that the Budgeting process began in October, and was reviewed as an agenda item at each monthly Board meeting through February. Each director was asked to obtain quotes and estimates for expenses. Other portions of the budget expenses were based on last year’s spend actuals and trends. Obligatory income is from Class A membership dues and optional sources of income were projected at conservative amounts.

**New Business**

Paul Jansen shared the process for nomination of WHA Board Members. A slate of candidates was recruited and announced in the mid-January 2021 Winter Acorn mailed to all Members. In the Winter Acorn an opportunity was explained for Members to nominate additional candidates to be slated. No other candidates were nominated. Next, Written Ballots were distributed to all Members asking for Members to vote on the slate of candidates and to vote on the proposed Budget with a deadline of March 3 for submission/return of Written Ballots. Ballots were valid only if Membership dues had been paid, and a quorum of 35 votes was necessary. Paul asked Secretary Beth Schiffli to announce the results.

Beth responded by saying, “I have the pleasure of announcing a unanimous vote of 75 “yes” ballots for the new Woodlands Board members!” Congratulations to:

President – Paul Jansen

Vice-President – Scott Adams

Treasurer – Brian Peterson

Grounds Director – Judy Rouhselang

Clubhouse Director – Ross Sexter

Membership Director – Lisa McCoy

Co-Activities Director – Marie Williams

Beth announced that the FY 2021-2022 Budget had been approved by a total of 73 “yes” votes.

### **Drawing for Free 2021 Dues**

Finally, Linda Withrow prepared the Zoom meeting to electronically pick a winner to receive free membership dues for the year. Participants watched and the winner was Rachel Lestina.

### **Closing**

Thanks was extended to the Members for attending the annual meeting. In closing, Judy mentioned that we have been actively recruiting new members to serve on the Board and over the last 3 years (including this year's new volunteers) there have been 10 new Member volunteers who have been elected to the Board. We will continue actively recruiting!

### **Adjourn**

Judy made a motion to adjourn the meeting and Ross seconded. The annual meeting adjourned at 8:55 p.m.

**Member Attendees:** Alane Helmer, Amanda and Zeno Tutino, Andy Shilts, Andrew Summers, Ashley Howe, Bob and Cathy Serr, Barb Yoho, Betsy Krueger, Brian Peterson, Carl Snipes, Catherine Taylor, Claire Davis, Don Brindle, Gina Mencias, Greer Trapkus-Harris, Jan Lane, Jen Spilker, Jewell Robinson, Judy and Jim Bauerle, Josh Linderman, Judy Bates, Kathy Sasseman, Kelly Oreshan, Kristopher Carter, Kirk Harmeyer, Larry and Pam Rich, Lisa McCoy, Lyndsay Quist, Mary Jane Jennings, Megan Hochstetler, Neil and Christine Metzgers, Milford and Lana Compo, Peg Kratky, Paul Jansen, Phil Cottrell, Rachel Lestina, Ryan Moran, Scott Adams, Steven and Mary Ann Cohen, Sally Herrholtz, Stephen Turney, Stacie Hamilton, Sharon and Brian Kinnick, Vidysasgar Tumuluri, Karen Kaser, Thad Czuba, Becky Beckman, Bill and Sam Love, Marie Williams, Ross Sexter, Judy Rouhselang, Mike Pipke, Alisha Pankiw, Audrey Strong, Linda Withrow, Andy Nist, Dawn Deady, Beth and Gary Schiffli.