

WHA Meeting Minutes

July 12, 2021

Board Member Attendance:

President	Paul Jansen	P	Activities	Alisha Pankiw/Marie Williams	P/P
Vice President	Scott Adams	P	Grounds	Judy Rouhselang	P
Treasurer	Brian Peterson	P	Membership	Lisa McCoy	P
Secretary	Beth Schiffli	P	Pool	Andy Nist	P
Clubhouse	Ross Sexter	P	Tennis	Christie & Ritchie Mora	A

Quorum is obtained when at least 6 Directors are present. Ten members are present and quorum is obtained.

Class A members: 420. Class C eligible: 327. Currently have 26 Class C members who paid 2021 dues.

Guest Attendance: Brittany and Ryan Jansen, Larry Rich, Laura Behrle

President Paul Jansen called the meeting to order in the Clubhouse at 7:30 p.m. He offered greetings to all Board members and guests. Paul introduced Swim Team Mom, Laura Behrle.

Swim Team Laura said that it has been a successful and fun swimming season this year with 59 children participating. There were 7 competition meets this year with a total of 8 teams participating. Laura shared ideas with the aim of recruiting more children for the swim team. She will work closely with Board members to accomplish this. The Board is subsidizing the team financially, and the goal is for swim team to become self-sufficient. Lisa suggested that a mass mailing be sent, to advertise the team in advance. Judy sent Laura the list of Class C eligible addresses to conduct a postcard campaign. Brittany had an idea for a Parent's Night, to share membership information and expense information about the team. Another idea is to add an evening practice for children whose parents work and find it difficult to utilize the traditional morning one. Andy suggested a survey be utilized to gauge interest in this. Andy and Paul emphasized that the team has support from the Board and they should let the Board know if they need anything. Laura will attend the December Board meeting and give an update on the plans and progress that has been made. Larry asked if we could switch pools to have swimming hours for members who are not able to use the pool during swim meets, and Andy said this would not be possible.

Secretary Beth Schiffli said she has received 2 requests for homeowners wanting to put a shed in their backyard. The WHA has no official requirements, but the following is our response:

1. Must be in compliance with Carmel city requirements. (Ross suggested always sharing the website)
2. Members need to notify neighbors, so there are no surprises or conflicts.
3. Use a reputable builder/understand property lines, get a property survey.

Treasurer Brian Peterson sent a pre-read to Board members with an updated spreadsheet related to expenses vs. budget through the end of June. Brian shared the following Income Figures:

\$192,796.00 (Class A membership dues)

\$2,030 (Swim Lessons)

\$2,720 (Tennis Lessons)

He said we are running about \$8,000 above estimated income.

Judy said we need an accounting review performed this year. This is supposed to be done every 2 years, and it has not been done for 4 years (last review performed in 2017). The cost is approximately \$5,000 from the Accounting Firm of Comer Nowling & Associates who was recommended by legal counsel Greg Chandler. Kyle Platt, CPA said he could not do the review and Tim Read, CPA said “no” since they are no longer performing services for WHOA. A motion for Brian to proceed with Comer Nowling was tabled to give Board members a chance to review the proposal. Judy will send Board members the last 2017 accounting review done by Tim Read. Paul will investigate with Matt Shergalis, from Village Reserve for his input/thoughts, and Brian will send the Comer Nowling proposal to Board members.

Bank Balances are as follows:

Checking: \$5,440.20

Savings: \$218,728.94

PNC (Swim Team): \$6,972.03

Judy said that e-mail changes to “.org” addresses need to be communicated. She will tell Chase and PNC Banks. Brian is to notify the National Bank of Indianapolis. Next, Judy asked if Brian has received any monthly reports from Kyle Platt, Accountant. The contract with Kyle has this as part of his monthly services so Kyle should tell us what monthly reports we should be getting. Brian replied that no, he had not. Judy asked if Kyle had filed annual personal property report with the Hamilton County Assessor in May. The Association is required to file this report every year. Brian was not sure and said he will check.

Activities Marie Williams and Alisha Pankiw (by cell phone) gave the following summary of future Activities.

Food Truck: August 13, 5 to 7 p.m. (with a probable future date also)

Movie Night at the Pool: Third or fourth weekend of August

Mini Triathlon: September 6

Chili Cook-Off: tentative October 2 (may move to end of September)

Marie and Alisha are working on securing musical bands. A question was asked about the food trucks, and Marie responded that Fox Garden does not require a minimum. Union Jack has a minimum of \$850.

Lisa and Beth complimented them on a highly successful Fourth of July Bike Parade. Marie commented that serving pizza made things easier.

Pool Andy Nist said that Hamilton County came for a pool inspection and it went well. The heater is still not functional, with 2 additional parts needing replacement (we pay for labor only). Andy was able to scale back on the amount of chlorine needed. He (along with Judy and Brian from the Board, Brittany Jansen, and Hannah Nist) had a meeting with the Swim Team Moms, to improve communication and set future goals and expectations for them. Currently, the Board subsidizes 76% of the coaching (swim coaches) costs which is significant spend out of the Pool Director budget. Andy said that dues for swim team participation are too low and need to be increased, with clear specification of what is included (i.e. ribbons, banquets, crafts, snacks, swimsuit, etc.) Marketing is to be improved. Goals are to move to 50% and then 25% subsidy in the next two years. Head Guard Hannah Nist was complimented for doing an excellent job gathering information from other associations to help with benchmarking and assessment of WHOA swim team against other swim teams. Hannah also gathered detail about the business processes and communications of other swim teams that we should incorporate beginning next year. In addition, Hannah wrote a job description for coaches. A comment was made that Swim Team Moms are not always from the neighborhood now. Paul said that there should be a

specific Board member assigned to communicate with Laura Behrle. Paul and Scott will take this responsibility and be the liason with Swim Team. Andy promised to send the team expense spreadsheet to them. Andy said that the Baby Pool will be resurfaced at the end of the year. Andy held another Guard In-Service and Brittany provided a detailed “closing” checklist for them to improve processes. Andy has interviewed two new guards, as replacements are needed. He is considering splitting the head guard duties into responsibilities for two people next year. Andy is waiting on Capitol City to complete the handle necessary to finish the new Gate system for keyless entry.

Tennis Paul read the Tennis report sent from Christie Mora.

1. There are 32 children taking part in the July session of tennis lessons.
2. Judy Rouhselang sent out a MailChimp regarding open Pickleball play (5 to 7 p.m. on Mondays). Response has been fantastic and attendance increasing with each session. Judy was complimented and thanked for this fun addition to the neighborhood, and praised for her excellent teaching skills. Becky Beckman is assisting Judy with the clinics and helping with beginners.
3. Response to the new court reservation site, Skedda, has been positive.
4. All money for July tennis lessons has been collected and turned in except for 3 families who have been contacted and should be paying this week.
5. Thank you to Larry Rich for clearing the pine debris on the tennis courts and outside the courts!

Judy had been asked to obtain quotes for possibly trimming or taking down the pine trees on the south side of the tennis courts. Judy reported that trimming is not a possibility and would look bad, and taking down 7 pine trees would cost \$5,500 and would be controversial. All Board members agreed to the importance of keeping the trees, and instead to work on cleaning the courts and surrounding edges regularly. Judy will ask Mr. B’s for a clean up quote that could be performed several times a year to add to their existing landscaping chores. Judy said that the tennis door lock had been tampered with, and Mike Pipke fixed it.

Grounds Judy Rouhselang said that three boats are stored behind pool with no identification. They have been tagged for owners to respond and register and Judy will give them to the end of July. If no response, Judy will take photos and send out a mail chimp that boats must be identified/registered, or they will be removed. It has been a constant vigil to keep the weeds down and poison ivy off the dam. and spillway The Dam Inspection will be on August 3 at 8:30 a.m. Judy, Paul, Scott and Beth are to meet at 8:15 a.m. at the Clubhouse prior to the inspection. Mike Pipke has kindly repaired the small picnic table (new top and benches). Judy has room in her budget to spend \$1300 needed to remove 3 dead pine trees on the Lakeview Drive side of the property, plus some trim work on 2 other trees. Judy will draft a new paragraph about “Grounds” use during Clubhouse rentals to be added to the Clubhouse Rental Agreement about no volleyball nets, no soccer, no food tables, in the front yard grassy area. All such activity must be held in the backyard by the picnic area. Judy will give draft of new paragraph to Brittany and Ross to review, and Ross can add to Rental Agreement.

Judy said she does not have the skillset and capability of completing the extensive Incident and Emergency Action Plan Document. She recommends that Christopher B. Burke L.L.C. be engaged write it and put it in place. This document would never need to be updated. There is no line item in the Budget for it. Board members were not ready to approve at this time. Paul said this Document and a Spillway Capacity Analysis will be put in as line item possibilities for Capital Expenditures.

Paul asked if the Board would be interested in taking a vote to add the Bridge that Judy had researched, costing \$12,000. Beth said that neighborhood interest remained high to replace the bridge, and it was the only cost effective solution. (Research found that a wooden Bridge would cost est. \$25,000, Village Reserve estimated the cost at \$35,000, and an installer cannot be found to do this small project). Beth made a motion to proceed with purchasing and installing the new Bridge. Paul seconded the motion. Andy asked if the Bridge could be powder coated a dark color, to make it blend in with surroundings. A vote was taken and it was unanimous to purchase the Bridge now, and to ask about painting (powder coating) it for a more “woody” look. Judy will inquire about the powder coating and she will be going to Deaton’s (company site) in Fortville to see the product.

Clubhouse Ross Sexter said that 4 de-humidifiers had been installed in the Clubhouse to combat odor from high humidity. The plumber is due on July 20 to fix the urinals in the Men’s Restroom at a cost of \$1500. A complete remodeling of the Men’s Restroom would cost \$22,000. Rentals have been steady and are returning to pre-Covid numbers. Ross has been digitizing the Rental Agreement on Adobe. He said that the Website is up to date. He had electrical work done with new wiring in the breaker boxes. He added that the electrical wires to the pool pump need to be replaced at a future date. He would also like the breaker boxes to be moved to a dry area after the pool closes, and is getting an estimate to that end. He said that the work on the outside of the building had been completed. Paul asked about addition of a security light on the south side of the Clubhouse, and Ross said he is considering it.

Andy left meeting at this point.

Membership Lisa McCoy said that the one outstanding Class A member has now paid in full the remainder of back dues. Judy asked for a new record to be created in QuickBooks for the new Class C member at new Class C eligible address of 11214 Moss Drive, and also to have information added to QuickBooks existing record for new owner at 4217 Rolling Springs Drive. If the information is not available, a “note” about the new owner can be added to the QuickBooks record for this address.

Vice-President Scott Adams had no report.

President Paul Jansen addressed the subject of Capital Expenditures for this year. He said that the two highest responses from his Board Survey were Remodeling of the Clubhouse, and Bridge replacement.

The key components of Clubhouse Remodeling are the following:

1. Remove wallpaper and paint all rooms (\$15,000)
2. Replace flooring (\$25,000)
3. Remodel Men’s Bathroom (\$22,000)

Brian discussed what would be an acceptable reserve amount for next year. If all the clubhouse work is accomplished, there would be approximately \$35,000 left in reserves. Members expressed concern that this amount is too low, and that \$50 to \$60,000 would be more appropriate. Lisa recommended that an interior decorator be employed to help with the design of the Clubhouse. This was received positively, and Lisa will offer a recommendation to that end. After discussion, it was decided that the Men’s Bathroom was not as high a priority this year. Beth made a motion to complete just steps one and two of the Clubhouse Renovation, and Judy seconded the motion. The Board vote was unanimous to proceed with removing the Clubhouse

wallpaper, painting the walls, and replacing the flooring. Board members were excited about updating the Clubhouse at last!

Paul adjourned the meeting at 9:40 p.m.

The next WHA Board meeting will be Monday, August 9 at 7:30 p.m. in the Clubhouse.