

## WHA Meeting Minutes

April 10, 2023

### Board Member Attendance:

<b>President</b>	Paul Jansen	P	<b>Activities</b>	Tiffany Buckingham & Johnathon Buckingham	P/A
<b>Vice President</b>	Mike Simmons	P	<b>Grounds</b>	Grant Morris	P
<b>Treasurer</b>	Brian Peterson	P	<b>Membership</b>	Kelly Oreshan	P
<b>Secretary</b>	Mandi Adams	A	<b>Pool</b>	Josh Linderman	P
<b>Clubhouse</b>	Sharon Kinnick	P	<b>Tennis</b>	Greer Trapkus-Harris	P

Quorum is obtained when at least 6 Directors are present. Nine (9) members are present, and quorum is obtained.

Class A members: 420. Class C eligible: 327. Currently have 23 Class C members who paid 2023 dues.

**Facilities Manager Attendance:** Blake Abshire attended for Facilities Manager. Betsy did not attend.

**Guest Attendance:** Larry Rich, Amanda Cox, Michelle Kirby, Amy Fletchall, and Diane Behrle.

**President:** At the request of the President, the meeting was held on Monday, April 10, 2023. Paul Jansen called the meeting to order at 7:34 p.m. and welcomed our guest as well as all Board members. Paul kicked off the meeting by having the swim team leaders begin with their update to the Board.

**Swim Team Update:** The swim team leaders (Amanda Cox, Michelle Kirby, Amy Fletchall, and Diane Behrle) provided the Board with an update about the upcoming swim team 2023 season. They mentioned that Laura Behrle is not involved for the 2023 season. Amanda Cox said that there were 82 swimmers during the 2022 season and last year the fee was about \$90 per swimmer. The forecast for expenses for the upcoming 2023 season is \$8,000 and this is likely a bit high. At least 70 swimmers are expected to sign up. The dues for the 2023 season will be \$133 per swimmer which includes the fee for the Swimingly application and platform that is licensed. The swim team starts the 2023 season with a balance of \$2,491 in the PNC Bank account. Consistent with the report given to the Board by Laura Behrle in October 2022, the message to the Board is that the swim team will be self-sufficient and income from dues will cover expenses for the 2023 season. The swim team will have the same 3 coaches as last year. There will be 3 home swim meets and the dates have been given to Josh Linderman. Next year there will be 4 home swim meets for the 2024 season. They asked if someone would send a MailChimp for the April 19 swim team "call out" meeting that they have planned. The Board told them they would need the information from them asap because of the very short notice. Amanda Cox said they would put something together for the MailChimp and send it to Josh Linderman. Blake Abshire was asked to put a message on the outside message Board in front of the Clubhouse.

The swim team leaders left the Board meeting after their update was finished.

**President:** To kick off the Board portion of the meeting, Paul reported that Secretary Mandi Adams was absent and that he had arranged for additional temporary assistance for the Secretary position. As President he is authorized to set up Committees. Paul asked Judy Rouhselang to be on his Committee to support the Secretary position when Mandi Adams is unable to attend. Judy is in attendance at this meeting for this reason. She does not have a Board vote.

**Secretary:** Judy Rouhselang said she is taking the minutes of the Board meeting. Judy also said that there is a spreadsheet of "Motions and Actions Due" that the Secretary customarily keeps every year, and is sent to Board members prior to each Board meeting. The purpose is to help Board members with what they commit to do and hold them accountable. Judy said she will update the "Motions and Actions Due" spreadsheet and it will be sent to all Board members.

**Treasurer:** Brian Peterson shared the account balances with the board. They are as follows,

NBoI Checking: \$11,092.51

NBoI Money Market/Savings: \$274,936.90

Chase: \$7,932.96

PNC: \$2,491.24

Brian reported to the Board that the NBoI had contacted him about the opportunity to invest some of the Money Market balance into a CD. This was discussed and Brian suggested a \$50K CD for 9 months with an earning of est. \$2K at maturity. Brian made the motion to invest \$50K in a 9-month CD with NBoI, Paul seconded the motion. The Board voted unanimously in favor and the motion passed. Brian will take the action to get this done.

Last, Brian told the Board that he will continue letting the Board know at each monthly Board meeting the amount of money in capital reserve for capital improvements.

**Activities:** Tiffany Buckingham said that the Easter event was a big success and went very well. The garage sale in June is next for Activities. This is scheduled for June 15<sup>th</sup> through June 17<sup>th</sup> and there are other nearby/adjacent associations having garage sales that same time. The Garden Club will be contacted. They always like to set up their garden display in the front yard of the Clubhouse.

**Pool:** Josh Linderman said he has been busy with pool preparation: the pool deck was cleaned/ power washed; guards are being hired by Aquatics with a "call out" for lifeguards set for April 16; the resurfacing company that did the baby pool is coming to finish the bottom of the baby pool; Josh is working with Eric of Aquatics to arrange to have the pool filled with water; the Pool Detective is coming on May 12<sup>th</sup> about leak detection. There will be swim lessons offered this June and the cost will slightly increase to \$40 per person. Last, Josh said that after consideration he will not be moving at this time to purchase fobs (tokens) for pool access. He decided to stay with the same access that was put in place last year. It was mentioned that the

mulch will be put inside the pool around the perimeter. Grant said we paid Mr. B's via the March invoice to do this and that he will make sure it gets done. The pool gate has been locked so will have to wait until the pool gate is open and Mr. B's can access. Grant said he will also spray the perimeter for weeds first. Last, Josh said he will have Betsy Abshire update the pool page on the website.

**President:** Paul took the floor to identify who had **Social media access:** (1) **Facebook:** Sharon Kinnick reported that with Linda Withrow's help Tiffany Buckingham is now the Facebook Administrator, Sharon Kinnick is on for now, and Linda Withrow has maintained access for training purposes; (2) **HOA Website access** for editing: Betsy Abshire has access, Mandi Adams has access, and Judy Rouhselang has access; (3) **MailChimp:** Tiffany Buckingham, Kelly Oreshan, Mandi Adams, and Judy Rouhselang uses the secretary access that Mandi Adams has; (4) **HOA Website Administrator access:** Kent Withrow is the website administrator.

Judy asked Paul to find out from Kent Withrow how website access is administered because someone else on the Board should be able to update content.

**Tennis:** Greer Harris reported that the tennis courts were pressure washed. For Tennis Lessons, Lauren Gardner will be the 2023 tennis instructor for children's lessons for only one season from June 5 through June 30. Greer is working out all final details with Lauren. The lessons will be MWF and the times for the lessons will be finalized by Greer. Regarding new tennis balls and supplies, the Board agreed that Greer can purchase using the tennis budget. One tennis net is up and one pickleball net. Greer will get the other 2 nets up before the end of April. There will be open pickleball play on Mondays and Thursdays from 6pm to 8pm starting in May.

**Grounds:** Grant Morris said that the grounds are looking great. PondsRx has been out twice. Parking lot resurfacing was discussed and Paul said that if we do it this year it will be in the Fall. This topic will be revisited later in the year. Grant will take care of the weeds on the dam.

**Clubhouse:** Sharon Kinnick reported that there was an incident with a rental that she handled with Betsy Abshire. Sharon asked if installing cameras around on the outside of the Clubhouse would be a good idea. No decision on this. Sharon said she is going to get the front banister repaired. Judy sent Sharon the quote that was given last year. Judy asked if we have the Clubhouse contracts from Ross that can be put into Google storage? Sharon will check on this. Getting a motion light mounted on the Clubhouse was discussed and Sharon will look into this. Judy sent Sharon the Nathan Robison quote from 2 years ago as a start point.

Larry Rich brought up that Mike Pipke had replaced all the burned out light bulbs on the porch. Larry also asked that the lights be left on all the time so the Clubhouse is always lighted because the Abshires aren't there all the time. Paul said this makes sense and will not result in much cost. Blake said he would leave on and Sharon will be meeting with Betsy so Betsy will know.

**Facilities Manager:** Blake Abshire said there were 8 rentals. Blake said that the Clubhouse vacuum cleaner had broken and that an industrial vacuum would cost almost \$1K. Blake said that the rugs that get vacuumed are the rug in the entry way, the small rug in the guard room, the area rug in the meeting room, and the small rug in the kitchen area. Mike Simmons said they don't need an industrial vacuum for these small rugs and suggested a small Dyson. Paul said we used to have a rug that covered the entire ballroom floor but since this is gone that a small vacuum is all that is needed. Paul told Blake to purchase this via the Chase account.

**Membership:** Kelly Oreshan is working on the postcard campaign to the Class C members. Kelly is also working on getting new member packets out to members from whom we need good contact information. Judy suggested to Kelly that it might help if she asked title companies for the new owner information when she communicates with the assessment letters. This way there is the opportunity to get the information up front and might be less effort in the long run so she is not chasing people down.

**Vice-President:** nothing new to report.

**President:** As the last order of business, Paul said that since Grant Morris is now the Grounds Director that the Board should vote to approve that Grant's business continue with the HOA snowplowing work in the winter. For transparency, this disclosure and vote is required by Article IX, Section 4 of the Articles of Incorporation. Paul made a motion that the Board approve Grant's business continue with the HOA snowplowing work in the winter. Josh seconded the motion. All Board members present voted in favor and the motion passed.

Paul adjourned the Board meeting.

**The next monthly Board meeting will be held on Monday May 8, 2023 at 7:30 p.m., in person, at the Clubhouse.**