

Minutes of the Walnut Grove Homes Association

March 2019 Board Meeting

March 13, 2019, 6:30pm

Stark Company Realtors, 702 N High Point Rd, Madison, WI 53717

Attendees: K. Bidwell, L. Fenster, D. Phillips, P. Conrad, K. McComb, S. Ames, B. Larson-Gamez, H. McCann

Excused: E. Albano, A. Tastad

February Minutes Approved by D. Phillips, seconded by K. McComb

Treasurer Update: *See addendum below for treasurer updates*

- Accounts have been open and funds have been shifted at Summit Credit Union
- Accounts at BMO have all been closed
- We now have a debit card with Summit (see Birgitta if card is needed and for PIN).
- MG&E and Water Bill autopay have been updated to new bank accounts
- Fund update: \$25,239.09 in checking, \$5 in savings, \$50 in a NEW Money Market Account
- \$2,616 went from Park fund went to new playground updates. Remaining value of \$196.48 transferred to the main checking account.
- Dues notices: haven't yet been mailed as we were waiting on decision for paypal option
 - The board will post on Nextdoor that dues notices will be coming out next week, due to some neighborhood chatter
 - The notice will be printed by Kinkos and will include the dues notice and an extra envelope
 - Will include a paypal option, with a \$2.50 convenience fee paid for by the homeowners
 - Birgitta will work with Kinkos to have the updated notices printed later this week and mailed out by early next week
- D&O Insurance: new policy has been taken out with Harms Insurance and will be effective as of 3/15/19. We have also transferred the greenways liability insurance to Harms. The new fee is \$1,111.00 annually for both policies. Policy with CapSpecialty has been canceled.

Board Handbook Discussion

- Need job descriptions, roles & responsibilities, summary of accounts, etc
- Everyone will work together to get that info and we will compile a handbook

ACC: nothing to report

Greenways:

- Davie handed off lawncare bill to Birgitta to submit pre-payment.
- Arbor Systems has not yet been out for tree trimming.
- Earth Day Challenge- Pam recommends we do something as a neighborhood. Event is April 27th from 10-12am. Liz will post on NextDoor.

Social:

- Sunday, May 5th (Cinco de Mayo) at the Vintage
 - Potentially include a slideshow of the greenways to highlight them at the event
- Kathy hopes to host socials on the greenways: Greenway Crawl, Movie Night, Kids Gymboree (bouncing house), Moonlight Walk

- Wants to encourage board attendance + involvement in inviting neighbors. Kathy wants an ongoing list of new neighbors to be able to reach out directly and personally invite
- Naming contest for greenways?
- Option to solicit advertising for newsletter to pay for greenway expenses

Communications:

- Request from Pam to add communication on new board members to the neighborhood. Birgitta will include in mailing for dues notices

Block Captains:

- Liz will be passing information over to Pam for the transition
- New neighbor updates will go out to Birgitta, Liz, Kathy and Pam for updating Treasurer, Directory, and New Neighbor packets
- Katherine will continue to run the homes for sale report to provide info on new owners.

Meeting Adjourned 7:45pm.

Treasurer Updates 3/13/2019

Checking Account (as of 03/1/2019): **\$25,239.09**

Savings Account: **\$5.00**

NEW: Money Market Account: **\$50.00**

Park Fund: No longer in existence – I paid \$2,616.00 to the Madison Parks Fund for an extra piece of equipment at Walnut Grove Park. The remaining balance of \$196.48 was deposited to the main checking account.

Income: **\$75 – One lot paid their dues as part of their closing**

Disbursements:

\$165.80 – MG&E

\$341.48 – Water

News:

1. New financial institution! We now have our accounts at Summit Credit Union on Junction Road. We also have a Debit Card. If you plan on making purchases in the future, let me know and I will provide you with the Debit Card and Pin.

2. New Insurance! We will have a new policy with Harms Insurance as of 3/15/2019.

This will cover both Directors & Offices (D&O insurance) and greenways liability. The total will be \$1,111.00 annually.

Topics for Discussion:

1. **Dues Notices.** They are almost ready to go out. Note: This is later than last year, I apologize.

a. **Options for Online Payment:**

i. PayPal

1. If we have people submit an electronic payment via PayPal to [PayPal.Me/walnutgrovehomes](https://www.paypal.com/mefirstparty?link_id=1)
2. The PayPal option will have a \$2.50 convenience fee

ii. Summit Credit Union

1. From your electronic device, a Summit member can transfer money to another Summit member (Walnut Grove Homes), but the original sender must know the account number.
 - a. Discussion: I am not sure I feel comfortable putting the checking account number on the letters for the dues notices.