

Minutes of the Walnut Grove Homes Association Annual Meeting
01.26.2021 6:30pm
via Zoom

Board Attendees: Liz Fenster, Eileen Goode, Kim Grimmer, Doug Hyant, Molly Hyant, Davie Phillips, Hayden McCann, Charlie Morgan, Jeff Vanderpool, Pam Conrad

There were 56 WGHA homeowners/participants in the Zoom meeting, with two attending by phone.

- The President of the Association, Liz Fenster, called the Meeting to order at 6:36 pm.
- Doug Hyant hosted and moderated the Zoom meeting.
- A quorum was declared under the Association's new By-laws, with 75 homeowners present in person or by proxy.
- 20 proxies were presented and recognized for voting purposes.
 - 17 proxies were given to the Board
 - 1 proxy was given to Liz Fenster
 - 1 proxy was given to John Pinto
 - 1 proxy was given to Katherine Bidwell
- Ms. Fenster shared the January 2020 Annual Meeting minutes for approval.
- Patrick Delaney motioned to approve the minutes, John Pinto seconded the motion. The Minutes were approved unanimously. *See appendix for vote totals and proxy summary.*
- Board members introduced themselves.
- Ms. Fenster reported that Tamarack Trails HOA is hosting an Alder 9 candidate forum WED Feb 3rd 5pm, four candidates are running.

2020 Recap presented by L. Fenster

The Association's focus in 2020 was on updating our systems, including the new Amendment to Covenants, new By-laws, and New Rules & Procedures for the Architectural Control Committee. A new Directors and Officers handbook and vendor list has been generated to allow for greater continuity moving forward.

- WGHA regained its 501(c)(4) tax status with the IRS which was lost in the past due to lapses in annual filings.
- The WGHA website has a new Community & Safety page with resources listed. Ms. Fenster is on Tim Patton's police captain's email and phone list for any updates.
- Neighbors can request Vacation Watch from the Madison Police Department ("MPD")
- K. Bidwell suggested that MPD representatives attend the annual meeting. Ms. Fenster said that the MPD was not present at the Annual Meeting due to the monthly community safety meetings being held by West Alders. Information for these sessions is available on the Community & Safety webpage.
- A Covenant Violation occurred and the homeowners appealed the violation to the WGHA Board under a new right to appeal established in the new ACC Rules & Procedures. The Appeal Board voted unanimously to uphold the decision made by the ACC. A potential resolution of the current violation was offered to the offending homeowners to be completed by May 2021. Legal fees are included in the 2021 budget for the purpose of initiating a legal action if needed in May.

- Debra Wynne asked what the nature of covenant violation was and Ms. Fenster said it was a fence violation.

2021 Agenda presented by Ms. Fenster

- We would like to increase neighborhood participation in each of our committees: Social, Greenways, ACC, Legacy Fund.
- We plan to issue homeowner surveys to gather neighborhood input on a variety of topics including use and maintenance of greenways.
- We want to create a Legacy Fund to ensure the Association has the resources to maintain our Greenways.

Greenways Committee Report

- The creation (accumulation over time) of a Legacy Fund will allow for eventual replacement of paved paths: \$200,000 is an approximate cost for this pathways project based on quotes gathered in 2019.
- The WGHA makes Circle Grants (\$500) and reimbursements (\$50) for Greenway improvements available annually. These must be submitted to the Board for approval via the Block Captains .
- The Greenways committee will be responsible for removal and replacement of all trees on common areas (Greenways and Circles) in 2021 and thereafter.

Architectural Control Committee (ACC) Report

- Jeff Vanderpool reported that ACC applications and other records have been digitized from 1988 to present. We now have more complete and transparent documentation. He reported there were (9) applications and (8) additional inquiries during 2020.
- New Rules & Procedures of the ACC have been adopted to reflect guidelines that have been in use.

Social Committee Report

- Charles Morgan reported that several social activities occurred despite COVID. These included the Fourth of July Chalk Drawing Contest, a Scavenger Hunt, Papa Murphys take 'n bake and a Jigsaw puzzle event. \$159.51 was the cost of these events.
- Pat Delaney suggested the return of the Fall bonfire. It was suggested to find a way to make it less intensive in work, perhaps by hosting on the Greenways instead of the Walnut Grove Park and using firepits. No city permit or digging up of sod would be required.

Communication Committee Report

- We are publishing a digital only version of our Directory in February. We plan to offer a print version later in 2021, with the \$1,300 cost to print offset through advertisers. If we cannot raise the ad revenue, we will not offer a printed version.

Block Captains Committee Report

- Pam Conrad reported that we welcomed approximately (30) new neighbors during the past 2 years. She indicated that she was stepping down from her role. Danielle Bashirullah, if elected to the board, is willing to replace Ms. Conrad in this role.

Treasurer' Report

2021 Budget and Dues

- Molly Hyant presented a 2020 Budget recap. 2020 came in \$2,783 under budget even after accounting in 2020 for expenses rolling over into 2021.
- Ms. Hyant presented a budget of \$38,539 for 2021, plus budgeting an additional \$15,000 for the Legacy Fund.
- The Legacy Fund is intended to be funds set aside for pathway replacement and other major greenway expenses and long-term improvements.
- Operating with the current dues structure of \$75 (house)/\$40 (condo) will have WGHA operating at a deficit in 2021, with no funds set aside for creation of the Legacy Fund.
- Ms. Hyant proposed two dues options \$150 (house)/\$75 (condo) with the initial creation of the Legacy Fund at \$15,000, and \$125 (house)/\$65 (condo) with initial creation of a \$10,000 Legacy Fund
- Ms. Fenster opened the floor for questions and discussion regarding the 2021 budget proposal, Legacy Fund and Dues proposal.
 - Amil Popat asked whether monies are tied up for 3-5 years with the Legacy Fund.
 - Rita Black-Radloff (via the phone) expressed a concern about raising the dues substantially while neighbors' personal financial situations were being affected by the COVID pandemic. She requested a one-page summary of budget in the future to offer an explanation of planned expenses and dues proposals.
 - A Request was made by Mr. Timothy Van Den Avond for a tour of our Greenways to understand the scope of financial responsibility. NOTE: A map of our Greenways is in our current Directory and on the website. D. Phillips has offered to lead a tour in Spring 2021
- John Pinto made a motion to approve the budget as presented with \$150 (house)/\$75 (condo) dues with \$15k Legacy Fund specifying that the Legacy Fund may only be used for Greenway and Circle improvements. Jim Howard made the 2nd.
- During discussion, L. Fenster made a friendly amendment as follows: Motion to approve the budget as presented with \$150 (house)/\$75 (condo) dues with \$15k Legacy Fund. The Legacy Fund may only be used for Greenway and Circle maintenance and improvements UNLESS the funds are reallocated by a majority vote at a Special Meeting.
- The friendly amendment was accepted by J. Pinto and J. Howard. D. Hyant conducted a vote and the motion passed. (See Vote no. 2 in the Appendix below.)

Election of Directors

- Four candidates for election were allowed time for a brief introduction. Ms. Fenster and Hayden McCann passed due to prior introductions. Danielle Bashirullah and D. Polet, on behalf of Paige Hawkins provided an introduction of their candidacies.
- The floor was opened for nominations of Directors from the floor. None were forthcoming.
- Doug Hyant made a motion for the pre-announced slate of officers (Ms. Fenster, Ms. McCann, Ms. Bashirullah and Ms. Hawkins) to be elected. Rachel Hollander seconded the motion. D. Hyant conducted a vote and the slate was elected. (See, Vote no. 3 in the Appendix below.)

Meeting adjourned at 8:40pm

Next regular board meeting via Zoom Feb 2, 2021 7:00 pm to elect officers for the 2021 WGHA Board.

Appendix for January 26, 2021 Annual Meeting Minutes

3 households were not counted in the Zoom vote despite being present and voting: Lot 98 (Rita was on the phone), Lot 133 (Doug & Molly were hosts), and Lot 305 (Liz was also a Zoom host)

1 household with technical difficulties gave a verbal proxy to D. Hyant before Vote #2 to designate Liz Fenster as a proxy and was in attendance via phone for vote #2 and #3: Lot 303 (Phillips)

21 proxy votes designated, including D. Phillips Lot 303 designation prior to vote #2: 17 to the Board, 2 to Liz Fenster, 1 to Katherine Bidwell, and 1 to John Pinto.

All Board members voted in favor on all questions posed, hence the Board proxies were counted in favor of all motions in this tally. There were only two designees who were not Board members - Lot 84-2 (Pinto) and Lot 47 (Bidwell) - and their votes (and therefore their proxy votes) were also cast in support of all three motions.

Vote #1 - Shall the minutes be adopted? Adopted.

With all votes (including proxy) - 69 to 0

Without proxy - 49 to 0

Vote #2 - Shall the motion pass? Passed.

With all votes (including proxy) - 62 to 7

Without proxy - 41 to 7

Vote #3 - Shall the slate be elected? Elected.

With all votes (including proxy) - 61 to 1

Without proxy - 40 to 1

2021 Budget for Annual Meeting

Budget Line	2019	2020*		2021
	Actual	Approved	Actual	To Approve
ADMINISTRATIVE EXPENSES				
Bank Charges	\$105	\$50	\$91.40	\$50.00
Taxes and Fees**	\$10	\$60	\$650.98	\$60.00
Insurance (Liability/Board)	\$1,111	\$1,200	\$1,229.00	\$1,229.00
Dues Collection Mailings (Printing/Postage)	\$287	\$350	\$397.90	\$350.00
Newsletters + Notices	\$346	\$300	\$212.30	\$300.00
Annual Meeting	\$88	\$100	\$0.00	\$100.00
Directory	\$1,296	\$0	\$0.00	\$1,300.00
Website	\$232	\$175	\$122.60	\$160.00
Social	\$1,422	\$1,600	\$159.51	\$1,000.00
Legal Fees	\$0	\$2,000	\$2,000.00	\$3,000.00
Misc Admin (Supplies, Postage, Misc, PO Box)***	\$2,831	\$215	\$324.75	\$220.00
ADMINISTRATIVE EXPENSES TOTAL	\$7,728	\$6,050	\$5,188.44	\$7,769.00
GREENWAYS AND CIRCLES				
Water & Sewer	\$4,174	\$4,400	\$4,650.92	\$5,520.00
Electricity MG&E	\$2,059	\$2,300	\$1,967.51	\$2,300.00
Mowing	\$5,982	\$6,000	\$3,850.76	\$6,000.00
Weed Control & Fertilizer	\$1,170	\$1,200	\$1,169.64	\$1,200.00
Woodland Management, Invasives Control, Replanting	\$4,929	\$8,500	\$7,935.40	\$8,500.00
Pathway Maintenance	\$15,400	\$1,175	\$1,175.00	\$5,000.00
Lampost Maintenance	\$488	\$600	\$56.64	\$600.00
Circle Grants	\$698	\$1,500	\$247.28	\$1,500.00
Greenways and Circles Misc****	\$1,987	\$0	\$0.00	\$150.00
GREENWAYS and CIRCLES TOTAL	\$36,887	\$25,675	\$21,053.15	\$30,770.00
GREENWAYS AND CIRCLES LEGACY FUND				
Lampost Replacement	\$0	\$0	\$0.00	\$2,000.00
Pathway Replacement	\$0	\$0	\$0.00	\$13,000.00
GREENWAYS AND CIRCLES LEGACY FUND TOTAL	\$0	\$0	\$0.00	\$15,000.00
2020 EXPENSES TOTAL (w/o Legacy Fund)	\$44,615	\$31,725	\$26,241.59	\$38,539.00
2020 EXPENSES AND LEGACY FUND TOTAL	\$44,615	\$31,725	\$26,241.59	\$48,539.00

rollover

Budget Toplines	2019 Actual	2020 Budget	2020 Actual	2021 Budget
Administrative Expenses	\$7,728	\$6,050	\$5,188	\$7,769
Greenways and Circles	\$36,887	\$25,675	\$21,053	\$30,770
Greenways and Circles Legacy Fund	\$0	\$0	\$0	\$15,000
Total	\$44,615	\$31,725	\$26,242	\$53,539

CASH ON HAND CALCULATIONS	2019	2020		2021
Dues at \$150/\$75	Actual	Expected	Actual	Expected
INCOME	\$25,624	\$23,400	\$22,974	\$46,600
EXPENSES (non Legacy Fund)	\$44,615	\$31,725	\$26,242	\$38,539
LEGACY FUND	N/A	N/A	N/A	\$15,000
EOY CASH ON HAND	\$14,980	\$6,655	\$11,712	\$4,773

CASH ON HAND CALCULATIONS	2019	2020		2021
Dues at \$125/\$65	Actual	Expected	Actual	Expected
INCOME	\$25,624	\$23,400	\$22,974	\$39,110
EXPENSES (non Legacy Fund)	\$44,615	\$31,725	\$26,242	\$38,539
LEGACY FUND	N/A	N/A	N/A	\$10,000
EOY CASH ON HAND	\$14,980	\$6,655	\$11,712	\$2,283

CASH ON HAND CALCULATIONS	2019	2020		2021
Dues at \$75/\$40	Actual	Expected	Actual	Expected
INCOME	\$25,624	\$23,400	\$22,974	\$24,010
EXPENSES (non Legacy Fund)	\$44,615	\$31,725	\$26,242	\$38,539
LEGACY FUND	N/A	N/A	N/A	\$0
EOY CASH ON HAND	\$14,980	\$6,655	\$11,712	-\$2,817

*2020 Expenses To Be Paid in 2021	2020 came in under budget by: \$2,783
Mowing final payment \$2150	2020 EOY COH (after term exp): \$9,012.00
Lampost Maintenance \$550	
Total: \$2700	Dues cap has been static since 2005

**2020 Actual included \$600 fee to reinstate tax exemption status
 ***2019 Play structure included in Misc as the budget line for it has been removed
 ****2019 City assessment for making new curbs on the circles