

I. ORDER OF BUSINESS: Appointment of Acting Secretary (President excluded from appointment – Bylaws, Article IX) MARK SCHMITT

II. MOTION TO INTRODUCE 2016-17 WGHA DRAFT BUDGET

Moved by: DENISE

Seconded by: MARK

PRESENTATION of MOTION

III. DISCUSSION

IV. QUESTION CALLED, MOTION TO APPROVE 2016 WGHA DRAFT BUDGET

Moved by: DENISE

Seconded by: KARIN

V. VOTE ON MOTION [Affirmative Vote by Majority of Members Present or Represented by Proxy (5) Required to Pass]

TALLY	<u>Yes</u>	<u>No</u>	<u>Absent/Abstaining</u>	<u>Present/Proxy</u>
Eric Lewandowski	<u>✓</u>	<u>—</u>	<u>—</u>	<u>—</u>
Mark Schmitt	<u>✓</u>	<u>—</u>	<u>—</u>	<u>—</u>
Kathy Raab	<u>—</u>	<u>—</u>	<u>✓</u>	<u>—</u>
Karen Kollath	<u>✓</u>	<u>—</u>	<u>—</u>	<u>—</u>
Gabe Anibas	<u>✓</u>	<u>—</u>	<u>—</u>	<u>—</u>
Denise Clearwood	<u>✓</u>	<u>—</u>	<u>—</u>	<u>—</u>
Kelly Chambers	<u>—</u>	<u>—</u>	<u>✓</u>	<u>—</u>
Kathy McComb	<u>—</u>	<u>—</u>	<u>✓</u>	<u>—</u>

VI. REPORT OF VOTE (Certification by Acting Secretary):

Motion passes/budget approved: ✓

Motion fails/budget not approved: —

VII. ADJOURN (Time Recorded): 1:30 pm

**Walnut Grove Homes Association Board of Directors
Emergency Meeting**

MINUTES

**Saturday, January 23, 2016
11:30 a.m. (CST)**

**Alicia Ashman Public Library
Small Conference Room
733 North High Point Road
Madison, WI 53717**

PURPOSE: Called by Denise Clearwood via e-mail at 5:56 p.m. (CST), Thursday, January 21, 2016 “to review and approve the budget that is being put together this evening before it is presented at the annual meeting.” (Copy of e-mail attached.)

MEMBERS PRESENT & VOTING: E. Lewandowski, President, presiding, M. Schmitt, Vice President & serving as Acting Secretary (in the absence of regular Secretary K. Raab), K. Kollath, Treasurer, D. Clearwood, G. Anibas.

MEMBERS ABSENT: K. Chambers, K. McComb

GUEST: Gina Lewandowski

E. Lewandowski called the meeting to order at 11:35 a.m. and determined that: (1) the Meeting satisfied the requirements for an Emergency Meeting under WGHA Bylaws Article VIII, (2) there were no Members Present and Objecting and No Proxy Votes had been received, and (3) a valid Quorum of Board Members adequate to conduct business was present.

E. Lewandowski solicited Board approval to appoint M. Schmitt serve as Acting Secretary: without exception, so ordered.

E. Lewandowski requested that the Board introduce a motion to address the sole order of business: consideration of the 2016-17 WGHA Draft Budget; moved by D. Clearwood, seconded by M. Schmitt. Motion passed unanimously without discussion. A discussion followed based on a line item presentation of the draft budget prepared by K. Kollath, M. Schmitt and E. Lewandowski at a preliminary planning session held January 21, 2016 (copy attached); Treasurer K. Kollath made the presentation.

Following discussion, the Question was called and a motion to have the Board approve the 2016-17 WGHA Annual Budget was offered by D. Clearwood, seconded by K. Kollath. Motion passed unanimously by voice vote of Board members present.

Report of the Board action to approve was certified by Acting Secretary Schmitt, who agreed to present the result of the action at the Annual Meeting on January 24, 2016.

Meeting adjourned at 1:30 p.m.

AGENDA

ACTIVITY: "Emergency Meeting" of the WGHHA Board of Directors

DATE/TIME: Saturday, January 23, 2016 (11:30 a.m.) – Valid if notice given at least one hour in advance (WGHHA Bylaws, Article VIII) ☒

VALID LOCATION: Alicia Ashman Public Library
733 N. High Point Road
Madison, WI 53717 – Valid if occurring within Dane Co. ☒

BOARD MEMBER REQUESTING: Denise Clearwood (Thursday, January 21, 2017)
5:56 p.m. (CST) via e-mail

PURPOSE: "I propose that we have a board meeting prior to the annual meeting to review and approve the budget that is being put together this evening before it is presented at the annual meeting."

BOARD MEMBER SECONDING: None – Seconding established by presence of at least two Board members, present & non-objecting

VALIDATION: Bylaws, Article VIII MEETINGS OF BOARD OF DIRECTORS

MEMBERS PRESENT & VOTING: Eric Lewandowski, Presiding ☒, Mark Schmitt ☒, Kathy Raab ☒, Karen Kollath ☒, Gabe Anibas ☒, Denise Clearwood ☒, Kelly Chambers ☒, Kathy McComb ☒, Board Vacancy (Owing to resignation of Tina Hogle) ☒

- 0 - MEMBERS PRESENT & OBJECTING: Eric Lewandowski ☐, Mark Schmitt ☐, Kathy Raab ☐, Karen Kollath ☐, Gabe Anibas ☐, Denise Clearwood ☐, Kelly Chambers ☐, Kathy McComb ☐, Board Vacancy (Owing to resignation of Tina Hogle) ☐

- 0 - PROXY VOTES RECEIVED: Eric Lewandowski ☐, Mark Schmitt ☐, Kathy Raab ☐, Karen Kollath ☐, Gabe Anibas ☐, Denise Clearwood ☐, Kelly Chambers ☐, Kathy McComb ☐, Board Vacancy (Owing to resignation of Tina Hogle) ☐

MEMBERS ABSENT: Eric Lewandowski ☐, Mark Schmitt ☐, Kathy Raab ☒, Karen Kollath ☐, Gabe Anibas ☐, Denise Clearwood ☐, Kelly Chambers ☒, Kathy McComb ☒, Board Vacancy (Owing to resignation of Tina Hogle) ☐

ESTABLISHMENT OF MEETING QUORUM: Per Voice Vote of a Majority of Board Members Present or Represented by Proxy (5 Required) VALID QUORUM: Yes ☒ No ☐

ESTABLISHMENT OF VOTING QUORUM: Per Voice Vote of a Majority of Board Members Present or Represented by Proxy (5 Required) VALID QUORUM: Yes ☒ No ☐

Walnut Grove Homes Association
1/23/16 Board Meeting
As of 12.31.2015

	2014 Actual	2015 YTD	2015 Adj Budget	2015 Actual vs Budget
BEGINNING CASH BALANCE	25,555	31,575	28,758	(2,817)
INCOME				
Membership dues current year	21,290	20,525	21,140	615
Membership dues prior years	455	225	-	(225)
Interest income	28	18	25	7
Other income	-	100	-	(100)
Total Income	21,773	20,868	21,165	297
EXPENSES				
Insurance	1,481	1,329	1,550	221
Electric utilities	1,211	1,893	1,900	7
Water & sewer	935	1,311	950	(361)
Bank charges	53	30	50	20
Block captains	392	174	500	326
Circles reimbursement	119	120	120	-
Circle Renovation Projects	-	-	-	-
Greenways				
Electrical work	737	749	1,000	251
Greenway Improvements	-	-	-	-
Maintenance	9,584	12,620	12,000	(620)
Miscellaneous	151	996	550	(446)
Newsletter/publications	61	282	100	(182)
Postal	395	207	575	368
Annual meeting	529	1,024	550	(474)
Community donations	200	-	200	200
Website	178	45	175	130
Social	2,545	3,025	3,000	(25)
ACC Review	-	851	500	(351)
Total Expenses	18,570	24,656	23,720	(936)
Net inflows (outflows)	3,203	(3,788)	(2,555)	1,233
ENDING CASH BALANCE	28,758	27,787	26,203	(1,584)

2015
Adjustments

2016 Proposed budget (1/23/16)		
A	B	C
27,787	27,787	27,787
21,140	21,140	21,140
-	-	-
20	20	20
1,150	1,150	1,150
22,310	22,310	22,310
1,500	1,500	1,500
2,100	2,100	2,100
2,000	2,000	2,000
50	50	50
-	-	-
120	120	120
-	-	-
1,000	1,000	1,000
12,000	13,000	12,000
150	150	150
1,400	1,400	1,400
575	575	575
300	300	300
-	-	-
175	175	175
940	-	940
-	-	-
22,310	22,370	22,310
-	(60)	-
27,787	27,727	27,787

2015 directory ads

incl 2015 directory cost

charges go to my cc & have not been reimbursed

Incr \$750 for higher elec bills

Decr \$1,500 to cover other expenses

Incr \$250 for attorney fees

Incr \$500 for ACC Review costs

Cash Summary

	12/31/2014	12/31/2015
BMO Harris checking	3,108	1,817
BMO Harris savings	8,467	5,970
BMO Harris CD due 1/13/15	10,000	
BMO Harris CD due 4/7/15	10,000	
BMO Harris CD due 1/13/16		10,000
BMO Harris CD due 4/7/16		10,000
	31,575	27,787
M&I Park Fund	2,817	2,818

*Does not include any attorney fees for 2016.

Potential options for WGHA budget considerations (see Excel budget sheet for option details) in preparation for 2016 Annual Meeting.

- A. Budget generally reflects funding categories and levels from previous years.

*Incremental changes in budget lines as recommended by the treasurer.
Expenditures recommended at current levels for customary operations. No change in dues.*

- B. Budget generally reflects funding categories and levels from previous years, except that Social and Block Captain spending is eliminated for FY 2016 as discussed by board.

*Incremental changes in budget lines as recommended by the treasurer.
Expenditures recommended at current levels for customary operations with accruing line item savings designated for Greenways maintenance and improvements. No change in dues.*

- C. Budget generally reflects funding categories and levels from previous years as in A above. In addition:

The Board implements a moratorium of up to one year (renewable annually) on any and all spending on Social and Block Captain activities, during which period aspects of WGHA Social and Block Captain activity spending will be reviewed, discussed, and approved or rejected. Board will present review and recommendations to WGHA membership for approval.

*Incremental changes in budget lines as recommended by the treasurer.
Expenditures recommended at current levels for customary operations. No change in dues.*

- D. Board does not recommend a single option but presents options A, B, and C above to WGHA membership at the annual meeting, with explanation of pros/cons/caveats/rationales by a board-member proponent of each option. Membership selects their preferred option for the 2016 budget by majority vote at the annual meeting.

Note: The President and Board will inform the WGHA membership at the annual meeting about the underlying bases for its recommended action, including an explanation of the options considered. This background information will be provided at the time of its presentation to the membership and prior to voting.