

WGHA Board Meeting
November 21, 2016, 6:00 PM
Alicia Ashman Library
Madison WI

Agenda

1. Approve Minutes
2. Urgent New or Old Business
3. Preliminary Treasurer's Report to date
4. Suggested additions or deletions for 2017 Budget from 2016 Budget resulting in 2017 proposed Budget
5. Annual Meeting
6. Strategy for recruitment for new board members

MINUTES of the REGULAR MEETING
of the
WALNUT GROVE HOMES ASSOCIATION

NOVEMBER 21, 2016
6:30p.m.

Alicia Ashman Public Library
Small Conference Room

Present: Mark Schmitt (President), Mary Nellis (Secretary), Karen Kollath (Treasurer), Gabe Anibas (Greenways), Eric Lewandowski (Past President), Kathy McComb (Social)
Absent: Denise Clearwood (ACC); Guest: Gina Lewandowski

Establishment of Quorum & Review/Approval of Previous Regular Meeting Minutes (Nellis)
Because two members arrived late, the October 11th meeting minutes were not reviewed. Mark Schmitt directed that review/approval of the October 11th Minutes be tabled until the next regular meeting. Two members subsequently arrived and a quorum was established.

REPORTS

President's Report (Schmitt)

Mark reported that Eric had forwarded notice of pending legal action by Wells Fargo against a property in foreclosure at 606 Walnut Grove Drive. Mark will go to Circuit Court to hear the issues, but said he expected the Court to allow WGHA to sue for recovery of past dues. He invoked a previous Board decision to limit pursuit of unpaid dues on a previously foreclosed property based on its reluctance to incur legal costs to recover limited outstanding debt, and he requested unanimous consent to conditionally act for the Board in authorizing a similar one-time write-off if he found that this legal action reflected similar circumstances. Approved.

Treasurer's Report (Kollath)

Mark asked Karen to review the 2016 budget-to-date ahead of a general discussion of 2017 budgeting. Karen said that precise numbers are currently unavailable and recommended the Board defer final decision-making until she had had the opportunity to make a more accurate year-end line item appraisal. She noted YTD spreadsheet figures are essentially in line with budgeted projections although there still may be outstanding costs associated with, especially, weather-related issues affecting Greenways maintenance that could factor into 2017 budgeting. She said she thought that these could be substantially identified by December 31. A general discussion followed that focused on possible options should 2016 actual expenditures not reflect budgeted funding.

In the event of shortfall, Mark indicated his preference for exercising the option of tapping into reserves, given the availability of funds now on account in checking, savings, CD's and the Park Fund. Kathy McComb expressed her preference that the Park Fund be closed and its assets reallocated to social activities, citing that it reflected fees originally collected to participate in the Walnut Grove neighborhood garage sale. A follow-on question was raised as to whether Fund monies exclusively represent past fee income or a combination of fee-based earnings as well as unspent carryover funds from an earlier city grant. Another question immediately followed as to what Kathy meant by "social activities" and she suggested a possible donation to Crestwood School for an undesignated special project. The suggestion was rejected owing to the lack of detail about the project, a lack of urgency, and the advisability of giving the new board the opportunity to review and vote on a permanent change to the Association's finances.

Mary said that more money needed to be added to the budget for block captains to reinforce the perceived importance of their roles. Kathy said she did not feel that special thanks needed to be given to block captains as we all volunteer; Mary disagreed from the standpoint that recognizing people for what they do only makes other residents more aware of their value.

Eric asked about the condition of the Greenways, noting the overarching cost and importance of maintaining them as a safe environment. Gabe reported no issues with safety and security since electrical systems are operating well and there has been no recent vandalism. He said routine maintenance is under control, including Emerald Ash Borer and other invasive species, and routine costs can be adjusted to meet seasonal conditions. He also pointed to volunteer efforts by the Greenways Committee as another means of holding down costs. Eric asked how much deterioration the pathways are experiencing and whether repair can/should be built into the budget. Gabe and Mark said the pathways are in need of spot work, but not a total overhaul. Eric suggested developing a master plan for pathways improvement on a running (1,2,5-year) basis. He also noted that, as it is year-end, it would be premature to assess pathway needs before determining the effects of winter, such as the need for new underlayment versus simple patching/resurfacing, the square footage involved, types of materials that could be used, cost-benefits, etc. Mark said he thought this could be relegated to the new board and suggested that once an assessment is done, volunteers might be recruited to handle simple repair work.

Karen stated that all these moves could avoid limiting the budget, tapping reserves or seeking an immediate change in the annual dues structure, which the Bylaws presently cap at \$75. Eric also pointed out the effort and expense involved in a Bylaws change. Karen said that WGHA probably can rely on its reserves and effective budgeting for several more years, but an alternative may be to cushion the reserve accounts by considering requesting a preemptory, long-term dues increase for a further "rainy day" set-aside. She noted that, based on inflation alone, WGHA will have to raise the cap at some point, but that by taking in maximum dues now and setting aside long range annual "savings" anticipated from prudent management, an additional \$16,000 could be raised over ten years. This alternative to spending down reserves to address possible operating cost increases was not a recommendation, however, and should not replace advance planning, good management and effective budgeting. No action taken.

NEW BUSINESS

Karen asked to be reimbursed \$300 for the annual cost of QuickBooks software. Approved.

General discussion followed about reinstating a quarterly newsletter to welcome new neighbors and have their names and addresses added to the neighborhood distribution list. The need to increase postage for annual meeting and dues notices and the newsletters also was noted.

Archiving Project. Mark reported no progress on it. Eric noted its potential usefulness in helping create an informational, 50th anniversary commemorative brochure (2018) -- as other neighborhoods have done -- possibly with City Planning grant assistance. A neighbor, U.W. urban history professor emeritus Stanley Schultz, also might help with technical assistance, along with the Wisconsin Department of Financial Institutions and State Historical Society. Mary noted that Kathy Raab also has previously volunteered her technological assistance.

Meeting adjourned at 8:50 p.m.

Draft submitted by Mary Nellis, who resigned January 3; (Minutes presented, subject to significant revisions made by Secretary Eric Lewandowski, at the March 11 Regular Meeting.)

Walnut Grove Homes Association
11/21/16 Board Meeting

As of 10.31.16

	2015 Actual	2016 YTD	2016 outstanding	2016 Budget	2015 Actual vs Budget	Proposed 2017 Budget	
BEGINNING CASH BALANCE	31,575	27,787		27,837	50		
INCOME							
Membership dues current year	20,525	20,955		21,140	185	21,140	
Membership dues prior years	225	35		-	(35)	-	
Interest income	18	10		20	10	10	
Other income	150	1,329		1,150	(179)	-	
Total Income	20,918	22,329		22,310	(19)	21,150	
EXPENSES							
Insurance	1,329	1,357		1,500	(143)	1,400	
Electric utilities	1,893	1,479		2,100	(621)	1,800	1,775
Water & sewer	1,311	1,588		2,000	(412)	1,900	1,906
Bank charges	30			50	(50)	50	
Block captains	174			100	(100)	100	
Circles reimbursement	120	143	40	120	63	120	
Circle Renovation Projects	-	840		-	840	-	
Greenways							
Electrical work	749			1,000	(1,000)	1,000	
Greenway Improvements	-			-	-	-	
Maintenance	12,620	9,437	1,123	12,000	(1,440)	12,000	
Miscellaneous	996	79	234	150	163	300	
Newsletter/publications	282	1,435		1,400	35	1,400	
Postal	207	459		450	9	450	
Annual meeting	1,024			200	(200)	200	
Community donations	-			-	-	-	
Website	45			175	(175)	175	
Social	3,025	477	360	815	21	250	1,200
WGHA Archiving	-			250	(250)	-	
ACC Review	851			-	-	-	
Total Expenses	24,656	17,294		22,310	(3,260)	21,145	
Net inflows (outflows)	(3,738)	5,035		-	5,035	5	
ENDING CASH BALANCE	27,837	32,822		27,837	4,985		

Cash Summary

	12/31/2015	10/31/2016
BMO Harris checking	1,817	16,850
BMO Harris savings	5,970	5,973
BMO Harris CD due 1/13/15	-	-
BMO Harris CD due 4/7/15	-	-
BMO Harris CD due 1/13/16	10,000	-
BMO Harris CD due 4/7/16	10,000	10,000
	<u>27,787</u>	<u>32,822</u>
M&I Park Fund	<u>2,817</u>	