

**Minutes of the
Walnut Grove Homes Association, Inc.
August 2022 Board Meeting
August 1, 2022 6:30 p.m.
By Zoom**

Attendees: Liz Fenster, Charlie Morgan, Nick Brown, Kim Grimmer, Eileen Goode, Molly Hyant, and Hayden McCann.

Ms. Fenster called the meeting to order at 6:34 p.m.

June 2022 Board Meeting Minutes:

Ms. McCann moved to approve the minutes of the June 8, 2022 Board meeting. Ms. Hyant seconded the motion. The motion passed unanimously.

Meeting Agenda (with reports) is annexed hereto. All committee reports are attached to this agenda.

New Business

- **Circle Grant Applications.** Whitacre Circle and Rye Circle have both applied for circle grant. Neither have received circle grant for the last five years we have been historically tracking. Both circle grants were approved. For reasons noted below in discussion of finances, these may be the only circle grants that can be afforded this year.
- **Fulfilling Vacancy on Board.** Ms. Fenster have not received any new recommendations for the board. Mr. Morgan talked to a number of neighbors on his circle but all are too busy. Board members are encouraged to think of neighbors to recruit to be appointed to the Board.
- **Neighborhood Composting Give-away.** The City is looking for applications from neighborhood association for purposes of administering the distribution of composting bins. The bins would have to be picked up by the Association. After a discussion of (a) concerns as to attraction of critters, visual and smell pollution, (b) need to devote time to coordinating the city's program, and (c) the fact that our neighbors can afford to purchase their own bins, so the city program could do more good elsewhere, the Board's consensus was to not participate.
- **Madison Public Library Community Engagement Process.** The Madison Public Library is developing a Strategic Plan for west-side Libraries. If we are interested we can set up a presentation meeting with Library personnel. We are going to tell Brian at the Madison Public Library that we are happy to help the Library engage directly with our members as needed.
- **Refuse Collection.** The Board decided it didn't need to reinforce the notices that have gone out from the City on Friday being our new garbage and recyclables collection day.

- **Memo on Chapter 181 requirements on record-keeping and access to documents.** Mr. Grimmer highlighted a few matters from his memo attached to the agenda below at pages 3-10. Under Chapter 181:
 - Each committee of the Association is supposed to have three members of the board appointed.
 - A current list of all members must be maintained. The list is supposed to be provided to all members before the annual meeting on request by a member.
 - Mr. Morgan and his address is reflected in the State’s Corporation Records as the Registered agent and registered address for the Association, which must be on file with the state, and we should change our annual report to reflect the current President and the President’s address for these. This report also requires the name and addresses of the other board members.
 - Mr. Brown suggested that to comply with Chapter 181 on accounting records, the annual report on finances bear a simple notation that the financial records of the Association are being maintained in accordance with generally accepted accounting standards.
 - Mr. Grimmer does not currently think that we are subject to the Wisconsin Open Meeting and Open Records Law, but he has written to Assistant Attorney General Paul Ferguson for the AG’s read on this issue. (Letter is annexed to the Agenda below)
- **Treasurer’s Report.** Annexed to Agenda below as page 14.
 - We still have about 35 homeowners outstanding on 2022 assessments as of mid-July. Mr. Brown sent out another reminder for payment to them the tail end of the week of July 17. They should have been received the beginning of the week of July 24th. Four more payments came in to him and Ms. Fenster received a couple. Plan is to get out another reminder after Labor Day. We may need to take a more aggressive approach to being paid by “Hannah’s House” because of the level of outstanding dues there.
 - We have received all expected revenue from ads in the directory. We made a small net profit from the directory ads over the cost of the directory.
 - Discussion of tree maintenance and pathway repairs. Mr. Morgan thinks it might be useful to get some quotes on Greenway C.
 - Mr. Brown reviewed Agenda – Page 14 with the Board.
 - We have more tree removal costs than we had budgeted for in the beginning of the year. We discussed shifting funds from the legal contingency fund budgeted at \$2000 and some funds from pathway repairs to cover the unexpected tree removal costs. The only costs for pathway maintenance will be to reimburse Mr. Morgan for some solvent to attack the moss on some of the paths.

- Mr. Brown feels we need to map out annual scheduled and emergency tree maintenance costs in more detail to avoid busting our budget by those costs and provide transparency to the members on the types of tree maintenance we are incurring.
- Discussion ensued on the possible need for a special assessment to address the pathways in the future.
- **ACC Report.** See Agenda below, at page 15, for ACC applications and action update. There are no open ACC items to be discussed.
- **Greenway Work Committee Report.** See report annexed to Agenda below at page 17. We did an audit of the light posts to see about having them painted. In the course of this survey it was discovered that a quarter of the lights are either not lighting by their sensors, or not properly turning off in daytime. The estimate for the painting of the 35 light posts was \$2637.00 which far exceeds the budget amount for light post maintenance and replacement. This painting is not an activity that volunteers should do because of the prep work required. Beeline Electric agreed to replace the nine faulty sensors for \$600. There are two more work Saturdays for the Greenways, and the September one is a “family workday.”
- **Social Committee report.** See report annexed to Agenda below at page 18. Fall Greenway Crawl is being replaced by a Fall Potluck Picnic at Walnut Grove Park. Ms. McCann proposed that in conjunction with a picnic, we offer a narrated tour of Greenway D, the most diverse of the four greenways, possibly led by Davey Phillips, to educate members about the value of the greenways. Mr. Morgan has lots of items left over from the Fourth of July Parade. Mr. Morgan will check with the Parks Department about shelter availability.
- **Fall Newsletter.** There was general consensus for a newsletter to come out a couple of weeks before the Fall Potluck Picnic to announce the plans for it, and to announce the date for the Annual Meeting. There was also consensus for using the Fall Newsletter to talk about all the costs of the Greenway in addition to mowing, in order to educate the members about the varied costs, particularly as to tree maintenance.
- **2023 Association Annual Meeting.** Ms. Fenster proposed a Zoom meeting on the evening of Wednesday, January 25, 2023. We got better attendance last year on Zoom and we didn’t need to arrange and organize a meeting room. Parents with young kids preferred the Zoom meeting. Ms. Hyant will check with Mr. Hyant for his availability to facilitate the meeting again this year during the week of January 22, preferably that Wednesday.

Mr. Grimmer moved to adjourn the meeting at 8:10 PM. Mr. Brown seconded his motion. It passed unanimously. The next board meeting will be Monday October 3, 2022, at 6:30 pm. If it will be conducted by Zoom, Mr. Grimmer will send out a link by September 30th.

Submitted by: Kim Grimmer, Secretary

WGHA Board Meeting
AGENDA

Monday, August 1st, 2022
6:30 PM

- Approval of June Meeting Minutes
- New Business
 - Vote on Whitacre circle grant
 - Filling new vacancy on the Board
- Committee Reports
 - President
 - Neighborhood Association Compost Bin Giveaway participation
 - Madison Public Library community engagement process
 - Assessments conversation
 - Refuse Collection: new day for pick up
 - Secretary
 - Follow Up of Notice and Record Keeping Obligations under Chapter 181, Non-stock Corporations Act. (See memo attached below)
 - Treasurer
 - Outstanding dues next steps
 - Review of remaining 2022 projected expenses and budget
 - ACC Application and Actions Update
 - Block Captains
 - Greenways
 - Greenway B Ash Tree Removal and Budget Allocation
 - Discussion of 2023 Budget needs and work plans
 - Circle Grants: Rye Circle potential submission
 - Volunteer Updates (if needed)
 - Greenway Paths
 - Quotes from additional vendors
 - Follow Up with vendor who provided estimate
 - Long term budgeting and expectations
 - Social
 - Fall Crawl
 - Newsletter
- Other Business
- Next Meeting Date: Monday, October 3rd

President Report (& Greenways Contracts)

Submitted by Liz Fenster July 29, 2022

Following up with the City of Madison regarding the assessments of our Greenway and Circle parcels (see the June 2022 President's Report for more detail) is still on my to do list. As a reminder, we should plan to budget ~\$100 for 2023 taxes if we are unable to have the parcel numbers rescinded. I will review the associations deed records to determine whether the parcels were considered a common element and, if so, follow up with the City (key contact Michelle Drea at MDrea@cityofmadison.com) to hopefully remove the parcel numbers and rescind the assessments.

I've been partnering with Eco Tree Company and Hayden to work on long term Greenway tree maintenance. Since the last meeting, our 6 Ash Trees on Greenway B were treated for Emerald Ash Bore. Sadly, the storm on the night of July 23rd severely damaged one of the Ash Trees. It is currently in the process of being removed. A large limb was downed on the Clark's property, which has been removed by Mike Roark. The remaining portion of the tree will be removed this upcoming week. This was an unexpected expense which does put us over the Greenways tree maintenance budget. I ask that we reallocate funds from the pathways repair budget to cover this emergency expense, as we do not have any pathway repair planned for this year. A big thank you to Charlie for doing a comprehensive greenway review post storm to evaluate any potential damage, working directly with the neighbor affected, and putting up a sign to alert other neighbors that a solution was underway. Thank you to Hayden for lining up an emergency tree removal service.

We have 1 additional tree in need of removal short-term, plus 5-6 trees slated for removal when budget allows. I would like to ensure we budget for replacement trees in select areas so that we ensure we maintain the character of the neighborhood and greenways.

I would like to discuss the long-range greenway needs and planning with the Board. As currently allocated, it will take us approximately 9 years to complete a full Greenway tree maintenance pruning cycle and over 20 years to repave the majority of the pathways (which have been determined to require full replacement). I'd like to open a conversation about a potential dues increase in line with inflation, as our Amended Covenants allow for.

We've received one circle grant application for Whitacre Circle and one inquiry from Rye Circle. Southwick Circle was approved for a grant in 2021 but has yet to complete the work or request reimbursement.

The City of Madison is asking neighborhood associations to distribute free compost bins to neighborhood residents to encourage composting. The supply of free compost bins is limited. They are asking neighborhoods to complete a short application to be eligible. The application asks how the neighborhood association will distribute the bins, as well as how we will promote the giveaway, and document their distribution. The application can be found here: <https://bit.ly/CityCompostBinGiveaway> and must be received by August 15, 2022 to be considered. I'd like to discuss if we'd like to apply.

Madison Public Library (MPL) is starting a community engagement process (called Tell Us/Cuéntanos) to guide the long-term planning for libraries on Madison's west side called. This plan will act as the counterpart to MPL's 2016 Strategic Plan for Eastside Growth, looking into the desires and trends in west side communities in order to chart a course that meets the needs of west side residents in the

years to come. The main engagement mechanism is their Tell Us community conversation packet which encourages residents to get together with a group of family, friends, coworkers, or neighbors and follow guided questions in order to have in-depth conversation about needs, aspirations, and where you would like to see your community head in the future. Library planner Rynn Kerkhove is inviting the leadership of each neighborhood association to reach out to set up a time to chat further about the plan and the engagement process. If we are interested in setting up a meeting, we can reply to Rynn at RKerkhove@madisonpubliclibrary.org

To: WGHA Board

From: Kim Grimmer, Secretary

Date: July 31, 2022

Re: Notice and Record-Keeping of a Non-stock Corporation under Chapter 181.

Here are the highlights of provisions from the Non-stock Corporation Law for us to consider.

What Chapter 181 says	What we do or will do
<p>181.0705 Notice of Meeting (1) WHEN REQUIRED. A corporation shall give notice of meetings of members as provided in its bylaws or, if the bylaws are silent, in a manner that is fair and reasonable.</p>	<p>This relates to the annual and any special meeting of the corporation’s members</p>
<p>(3) NOTICE SAFE HARBOR. Notice is fair and reasonable if all of the following conditions exist: (a) The corporation notifies its members of the place, date and time of each annual, regular and special meeting of members not more than 60 days and not less than 10 days, or, if notice is mailed by other than first class or registered mail, 30 days, before the meeting date. (b) Notice of an annual or regular meeting includes a description of any matter or matters that must be approved by the members</p>	<p>Our bylaws provide: The Notice of the Annual Meeting shall be given to Members no less than ten days and no more than thirty days before the date of the Annual Meeting. Our bylaws control under 181.0705(1), so we should simply follow our bylaws. Notice of the Annual Meeting shall state the place, day and hour of the meeting, and as stated below, include the Board’s proposed Annual budget for the ensuing year and any specific agenda items known to the Board before the Notice is delivered.</p>

<p>181.0705 (4) ADJOURNED MEETINGS. Unless the bylaws require otherwise, if an annual, regular or special meeting of members is adjourned to a different date, time or place, notice need not be given of the new date, time or place, if the new date, time or place is announced at the meeting before adjournment. If a new record date for the adjourned meeting is or must be fixed under s. 181.0707, notice of the adjourned meeting must be given under this section to the members of record as of the new record date.</p>	<p>Our Bylaws do not address adjourned meetings, so we need to follow sub(4). If the date time and place for the adjourned meeting is not announced at the meeting being adjourned, we need to give notice as if the adjourned meeting was a regular or special meeting under our bylaws.</p> <p>Note: The date of the adjourned meeting is the date of records for identifying members entitled to notice.</p>
<p>What Chapter 181 says</p>	<p>What we do or will do</p>
<p>181.0720 Members' list for meeting. (1) LIST OF MEMBERS. After fixing a record date for a notice of a meeting, a corporation shall prepare an alphabetical list of the names of all of its members who are entitled to notice of the meeting. The list must show the address and number of votes each member is entitled to vote at the meeting. The corporation shall prepare on a current basis through the time of the membership meeting a list of members, if any, who are entitled to vote at the meeting, but not entitled to notice of the meeting. This list shall be prepared on the same basis as and be part of the list of members.</p>	<p>This list is supposed to be available for inspection by any members requesting to inspect it, so it needs to be prepared well in advance of the meeting and updated for new house transfer as of the date of the meeting.</p>
<p>(2) INSPECTION BEFORE MEETING. The list of members must be available for inspection by any member for the purpose of communication with other members concerning the meeting, beginning 2 business days after notice is given of the meeting for which the list was prepared and continuing</p>	<p>I doubt anyone has ever asked to inspect the member list. The notion here is that a member seeking inspection may want to politic in advance of the meeting on a major issue of concern.</p>

<p>through the meeting, at the corporation's principal office or at a reasonable place identified in the meeting notice in the city where the meeting will be held.</p>	<p>I recommend that it is enough to include in the notice of meeting that the Neighborhood Directory and any attached addenda or corrections (for transfers since the directory was published) be considered as the member list.</p>
<p>181.0820 Regular and special meetings (of the Board).</p> <p>IN GENERAL. If the time and place of a board meeting is fixed by the bylaws or the board, the meeting is a regular meeting. All other meetings are special meetings.</p> <p>LOCATION. A board may hold regular or special meetings in or outside of this state.</p> <p>METHODS OF CONDUCTING MEETING.</p> <p>Unless the articles of incorporation or bylaws provide otherwise, the board may permit any or all directors to participate in a regular or special meeting or in a committee meeting of the board by, or to conduct the meeting through the use of, any means of communication by which any of the following occurs:</p> <p> If participating directors may simultaneously hear or read each other's communications during the meeting.</p> <p> All communication during the meeting is immediately transmitted to each participating director, and each participating director is able to immediately send messages to all other participating directors.</p> <p> If a meeting will be conducted through the use of any means described in par. (a), all participating directors shall be informed that a meeting is taking place at which official business may be transacted. A director participating in a meeting by any means described in par. (a) is considered to be present in person at the meeting. If requested by a director, minutes of the</p>	<p>Our Zoom procedures comply with this provision.</p>

<p>meeting shall be prepared and distributed to each director.</p>	
<p>What Chapter 181 says:</p>	<p>What we do or will do</p>
<p>181.0822 Call and notice of meetings. REGULAR MEETINGS. Unless the articles of incorporation, bylaws or sub. (3) provides otherwise, regular meetings of the board may be held without notice. SPECIAL MEETINGS. Unless the articles of incorporation, bylaws or sub. (3) provides otherwise, special meetings of the board must be preceded by at least 2 days' notice to each director of the date, time and place, but not the purpose, of the meeting.</p>	<p>WGHA Bylaws: 6.2 Special Meetings of the Board. Special Meetings of the Board to consider Association matters of urgent concern may be called at any time by the Board. Notice of any nonemergency special meeting, including the date, time and place, shall be given orally or in writing to each Director by the President (or in the absence of the President, the Vice President) at least seven days prior to such meeting. Notice of a special meeting of the Board may be called on eight hour's notice to the Directors if it is deemed to be an "emergency meeting" as determined in the discretion of at least two of the Association's Officers, who shall be responsible for giving the Notice, orally or in writing, including the date, time and place</p>
<p>What Chapter 181 says:</p>	<p>What we do or will do</p>
<p>181.1601 Corporate records. MINUTES AND RECORDS OF ACTION. A corporation shall keep as permanent records minutes of all meetings of its members and board, a record of all actions taken by the members or</p>	<p>We already keep careful minutes of the annual and special meetings of the Board and Members (Annual Meeting.) This provision requires</p>

directors without a meeting, and a record of all actions taken by committees of the board as authorized under s. [181.0825](#). (See immediately below)

181.0825 Committees of the board. If the articles of incorporation or bylaws so provide, the board may adopt a resolution designating one or more committees. **Each committee shall consist of 3 or more directors elected by the board of directors.** To the extent provided by the resolution or in the articles of incorporation or in the bylaws, the committee may exercise the powers of the board with respect to the management of the affairs of the corporation, when the board is not meeting, except for electing officers or the filling of vacancies on the board or on committees created under this section. The board may elect one or more of its members as alternate members of a committee created under this section, who may take the place of absent members at any meeting of the committee. The designation of a committee and the delegation of authority to it does not relieve the board or any director of any responsibility imposed upon the board or director by law.

181.1601 Corporate Records (Continued):
ACCOUNTING RECORDS. A corporation shall maintain appropriate accounting records.
MEMBERSHIP RECORDS. A corporation or its agent shall maintain a record of its members in a form that permits preparation of a list of the name and address of all members, in alphabetical order by class, showing the number of votes each member is entitled to cast.
FORM. A corporation shall maintain its records in written form or in another form capable of

only that a record be kept of “all actions” taken by committees.

We have lots of committees, and now, with the Greenway Committee’s three subdivisions, possibly we have subcommittees as well. To be in compliance with 181.0825, we should consider adding two additional board members to each committee to support the Chair. As to the three Greenway subcommittees, we could simply have the three chairs of the subcommittees formally appointed to each of the subcommittees.

Treasurer will maintain the accounting records.
Membership Records - Someone, (Secretary? President? Block Captain Chair?) needs to keep the list of homeowners current as of periodic times, and especially just before the annual meeting.

conversion into written form within a reasonable time.

COPIES AT PRINCIPAL OFFICE. A corporation shall keep a copy of all of the following records at its principal office:

Its articles of incorporation and all amendments to them currently in effect.

Its bylaws or restated bylaws and all amendments to them currently in effect.

Resolutions adopted by its board relating to the characteristics, qualifications, rights, limitations and obligations of members or any class or category of members.

The minutes of all meetings of members and records of all actions approved by the members for the past 3 years.

The financial statements furnished for the past 3 years under s. [181.1620](#).

A list of the names and business or home addresses of its current directors and officers.

Its most recent annual report delivered to the department under s. [181.0214](#). (See immediately below.)

181.0214 Annual report for department.

A corporation or foreign corporation authorized to transact business in this state shall deliver to the department for filing an annual report that states all of the following:

The name of the corporation or foreign corporation.

The street and e-mail address of its registered office in this state and the name of its registered agent at that office.

The street address of its principal office.

The name and address of each director and principal officer.

...

I think it is enough for the president to maintain the current Google Drive with all the records listed to the left, current at all reasonable times, and call them records maintained at the president's address being our principal office.

Currently our Registered Agent and registered address is:

CHARLES MORGAN
10 COLONY CIRCLE
MADISON , WI 53717

And our principal office is listed as:

PO BOX 620251
MIDDLETON , WI 53562
UNITED STATES OF AMERICA

We have been delinquent a number of time over the years (not in the current administration) in submitting our annual report and this has cost unnecessary fees to submit for reinstatement to good standing.

Information in the annual report must be current as of the date the report is signed by the corporation.

A domestic corporation shall deliver its annual report to the department in each year following the calendar year in which the domestic corporation's articles of incorporation became effective, during the calendar year quarter in which the anniversary date of the articles' effective date occurs.

181.1620 Financial Statements for members:

(1) MEMBER MAY DEMAND. A corporation upon written demand from a member shall furnish that member its latest annual financial statements, which may be consolidated or combined statements of the corporation and one or more of its subsidiaries or affiliates, as appropriate, that include a balance sheet as of the end of the fiscal year and statement of operations for that year. If financial statements are prepared for the corporation on the basis of generally accepted accounting principles, the annual financial statements must also be prepared on that basis.

(2) **CERTIFIED PUBLIC ACCOUNTANT'S REPORT OR OFFICER'S STATEMENT.** If annual financial statements are reported upon by a certified public accountant licensed or certified under ch. [442](#), the certified public accountant's report must accompany them. **If not, the statements must be accompanied by a statement of the president or the person responsible for the corporation's financial accounting records that includes all of the following:**

(a) **A statement of the president's or other person's reasonable belief as to whether the statements were prepared on the basis of generally accepted accounting principles**

For Mr. Brown's comments

<p>and, if not, describing the basis of preparation.</p> <p>(b) A description of any respects in which the statements were not prepared on a basis of accounting consistent with the statements prepared for the preceding year.</p>	
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**Walnut Grove Homes Association, Inc.
P.O. Box 620251
Middleton, WI 53562**

August 1, 2022

Via Electronic Mail Only

Assistant Attorney General Paul M. Ferguson
Office of Open Government
Wisconsin Department of Justice
P.O. Box 7857
Madison, WI 53707-7857

Re: Request for DOJ Opinion

Dear Mr. Ferguson:

I am a retired Wisconsin attorney and the Secretary of the Walnut Grove Homes Association, Incorporated (“WGHA”), incorporated in August 1969 as a non-stock corporation under Chapter 181, Wisconsin Statutes. I am writing at the direction of the WGHA Board to request an opinion of the Department of Justice as to the applicability of Wisconsin’s Open Records and Open Meeting Laws to our corporation’s operations.

WGHA is a homeowners association and operates under nine separate contiguous plats on Madison’s west side, generally lying between Gammon Road to the east and Walnut Grove Park and a nature conservancy to the west of the park. Like many subdivisions, ours was developed over time under an original plat and seven additions thereto. There are 314 residences in the nine plats. A designated owner of each residence in our subdivision is a member of the WGHA with voting privileges. Each residence has one vote. We operate under a board of directors elected at annual meetings of the members. I’ve enclosed our bylaws.

There are four major activities that are handled under the Board’s oversight and the oversight of committees of the Board:

1. We maintain four common area greenways, with lamps and walking paths that stretch around the neighborhood between residences, as well as fourteen landscaped circles on neighborhood cul-de-sacs.
2. We have an Architectural Control Committee (“ACC”) that enforces certain restrictive covenants found in the original nine plats, as amended in 2020, that restrict uses and construction on lots in the plats, in an effort to protect

Mr. Paul M. Ferguson
August 1, 2022
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- members' property values. Nothing the committee does serves to supersede the City of Madison's enforcement of its zoning laws and building codes.
3. When appropriate, we occasionally provide feedback to and liaise with the City of Madison on municipal matters affecting our subdivision.
 4. We sponsor social activities two or three times a year, often at Walnut Grove Park.

We assess every residence in WGHA an annual assessment to carry out our activities. The members must approve this assessment every year at our annual meeting. For 2022, this assessment for the vast majority of lots was \$150 per lot. The bulk of the monies collected is spent on maintaining the greenways and landscaped circles, with some \$30,000 being set aside in each of the last two years as a sinking fund primarily to replace the asphalt paths in the four greenways at some time on the future.

In the course of a recent consideration by our ACC of an application for an improvement to a lot, an adjoining homeowner demanded the ACC conduct a public hearing, noticed to virtually all the homeowners in the neighborhood, something that would have been a large time and money drain on the ACC's operations. We have no hired employees or outside consultants on a regular basis. Everyone involved in the WGHA's operations is a volunteer. This homeowner asserted that the operations of the WGHA and its ACC were subject to the Wisconsin Open Records and Open Meeting Law, presumably as "quasi-governmental" corporations.

We comply with the notice, meeting and record-keeping requirements of Chapter 181, which are extensive, and provide access of records under that statute. We would obviously prefer that volunteers running our organization not be subjected to the requirements and potential liabilities under the Open Meeting and Open Records Laws.

I am hoping your staff has already crossed this bridge in the past as to some other homeowners or condominium association. If so, please send me the prior guidance. If not, please look into this situation and render an opinion on it. I am available to provide you with any additional facts you need to come to a reasoned decision. It goes without saying that our situation is probably not unlike that of hundreds of homeowners and condo associations all over the state.

Thank you in advance for your kind attention to this matter.

Mr. Paul M. Ferguson
August 1, 2022
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Sincerely,

Kim Grimmer, Secretary
Walnut Grove Homes, Inc.

Encl: WGHA Bylaws
Cc: WGHA Board (via email only)

WGHA Treasurer's Report -- As of July 28, 2022

	2022 Budget	As of July 28, 2022				
	Amount	Amount	Rec./Exp	Amt Remaining		
OPENING BALANCE						
Checking Account (Jan.1)	\$3,316.76		\$3,316.76			
Money Market Account (Jan. 1)	30,999.41		31,001.58			
Savings Account (Jan.1)	<u>5.13</u>		<u>5.00</u>			
Total -- Summit Credit Union	\$34,321.30		\$34,323.34			
PayPal Balance	\$0.00		\$0.00			
Total Cash Carryover from Previous Year	\$34,321.30		\$34,323.34			
Est. Previously Committed (Legacy + Unpaid Bills from Prev. Year)	-\$15,800.00					
Est. Uncommitted Funds, as of July 28	\$18,521.30					
REVENUES						
				<u>As of May 31, 2022</u>	<u>Inc/(Dec)</u>	<u>Chg vs Prior</u>
Annual Dues Payments Deposited to Checking Account	\$45,300.00	\$39,675.04	\$5,624.96	\$39,517.73		\$157.31
Annual Dues Payments Deposited to Money Market Account	\$0.00	\$1,825.00	-\$1,825.00	\$1,505.00		\$320.00
Subtotal -- Dues Payments	\$45,300.00	\$41,500.04	\$3,799.96	\$41,022.73		\$477.31
Interest on Bank Balances						
Money Market Account	\$0.00	\$12.42	-\$12.42	\$9.37		\$3.05
Checking Account	<u>0.00</u>	<u>0.13</u>	<u>-\$0.13</u>	<u>0.13</u>		<u>\$0.00</u>
Subtotal	\$0.00	\$12.55	-\$12.55	\$9.50		\$3.05
Other						
Revenue from Directory Advertisers	1,300.00	\$1,564.07	-\$264.07	1,189.07		\$375.00
TOTAL REVENUES	\$46,600.00	\$43,076.66	\$3,523.34	\$42,221.30		\$855.36
EXPENDITURES						
	<u>Budgeted</u>	<u>Through July 28</u>	<u>Amt. Remaining</u>	<u>As of May 31, 2022</u>	<u>Inc/(Dec)</u>	<u>Chg vs Prior</u>
Greenways and Circles						
Water and Sewer	\$5,500.00	\$3,247.22	\$2,252.78	\$2,297.74		\$949.48
Electricity (Madison Gas and Electric)	2,300.00	1,028.03	1,271.97	857.12		170.91
Mowing	7,000.00	0.00	7,000.00	0.00		0.00
Weed Control and Fertilizer	1,200.00	1,214.73	-14.73	1,214.73		0.00
Woodland Management, Invasive Control, Replanting	12,700.00	6,704.75	5,995.25	6,704.75		0.00
Pathway Maintenance	5,000.00	69.56	4,930.44	69.56		0.00
Lamp Post Maintenance	600.00	0.00	600.00	0.00		0.00
Circle Grants (\$500) and Circle Reimbursements (\$50)	2,150.00	50.00	2,100.00	0.00		50.00
Greenways and Circles, Misc.*	<u>600.00</u>	<u>0.00</u>	<u>600.00</u>	<u>0.00</u>		<u>0.00</u>
Subtotal	\$37,050.00	\$12,314.29	\$24,735.71	\$11,143.90		\$1,170.39
Administrative Expenses						
Bank Charges	50.00	19.00	31.00	19.00		\$0.00
Taxes and Fees	50.00	0.00	50.00	0.00		\$0.00
Insurance (Liability/Board)	1,300.00	1,217.00	83.00	1,217.00		\$0.00
Dues Collections Mailings (Printing and Postage)	100.00	0.00	100.00	0.00		0.00
Newsletters and Notices	200.00	0.00	200.00	0.00		0.00
Annual Meeting	0.00	0.00	0.00	0.00		0.00
Directory	1,300.00	1,176.59	123.41	1,176.59		0.00
Website	200.00	91.00	109.00	65.00		26.00
Social	1,500.00	177.76	1,322.24	177.76		0.00
Legal Fees	2,000.00	0.00	2,000.00	0.00		0.00
Misc. (Supplies, Postage, P.O. Box)	<u>500.00</u>	<u>547.17</u>	<u>-47.17</u>	<u>547.17</u>		<u>0.00</u>
Subtotal	\$7,200.00	\$3,228.52	\$3,971.48	\$3,202.52		\$26.00
TOTAL EXPENSES	\$44,250.00	\$15,542.81	\$28,707.19	\$14,346.42		\$1,196.39
Greenways and Circles Legacy Fund						
Lamp Post Replacement	\$2,000.00	\$0.00	\$2,000.00			
Pathway Replacement	<u>13,000.00</u>	<u>0.00</u>	<u>13,000.00</u>			
Subtotal	\$15,000.00	\$0.00	\$15,000.00			
Est. Uncommitted BALANCE, Year End	\$4,281.82					
Cash Balances as of Jul 28, 2022						
				<u>As of Apr 4, 2022</u>	<u>Inc/(Dec)</u>	<u>Chg vs Prior</u>
Checking Account		\$11,998.27		\$37,379.79		-\$25,381.52
Money Market Account		49,539.00		27,332.24		\$22,206.76
Savings Account		<u>5.00</u>		<u>5.00</u>		\$0.00
Total -- Summit Credit Union		\$61,542.27		\$64,717.03		-\$3,174.76
Total -- PayPal Account		<u>\$314.92</u>		<u>\$0.00</u>		\$314.92
Total Bank and PayPal Balances		\$61,857.19		\$64,717.03		-\$2,859.84
Jan 1 Balance + Revenues-Expenditures to Date		\$61,857.19		\$64,716.90		-\$2,859.71
Difference			\$0.00			

Submissions

Applications received

- 13 Colony Circle- Application on hold
 - Homeowner inquired about privacy fence in back yard due to addition of benches and cross in church yard; church considering addition of privacy fence on their side of property
- 29 Greenhaven Circle- Application cancelled/denied
 - Buyer's agent submitted application for 4' fence. Liz provided information of guidelines stating that 4' fence would not be allowed. Buyer's requested email indicating that 3' fence does not require approval. Liz complied with request.
- 422 N. Westfield Road- Application Approved
 - Homeowner requested approval for replacement of rear basement window with egress window.
- 26 Winterset Circle- Application In process
 - Homeowner requested rock/retaining wall in backyard like neighbor's wall; follow-up to deck project from 2021

Inquires

1 new inquiry received

- 317 Oldfield Road- Application not yet received
 - Homeowner inquired about privacy fence after removal of old trees and brush

Update

- 17 Foxboro Circle
 - 2nd level addition has been dismantled after permits not obtained; homeowner indicated he will obtain appropriate permits and rebuild

Submitted by: D. Bashirullah on 07/30/2022

WGHA Block Captain Updates
Board Meeting Schedule 07/29/2022

Block Captains

- Caleb Van Horn is taking over Block Captain for Winterset Cir
- Block Captain on Walnut Grove Dr. still open

Circles

Inquiry from Rye Circle about circle grant

Home Sales

- WG home sales in YTD
 - 410 N. Westfield Road
 - 7209 Colony Drive
 - 206 N. Gammon Road
 - 7314 Farmington Way
 - 5 Southwick Circle
 - 309 N. Westfield- daughter of previous owner
 - 7106 Colony Drive
 - 22 Foxboro Circle
 - 29 Greenhaven Circle
 - 29 Winterset Circle
- Other houses on market:
 - 425 N. Westfield Rd.
 - 501 N. Westfield Rd.- contingent
 - 7301 Whitacre Circle

Trash and Recycling:

- Send reminder about change to Fridays?
 - Trash and recycling will move to Fridays starting next week (trash starting on August 5th; trash and recycling starting August 12th)
 - Continue scheduling large pick-up online

Submitted By: D. Bashirullah on 07/30/2022

Greenway Report

8/1/22

The Greenways Committee has met twice, most recently on 7/12/22 and will meet again 9/13/22 which is the last planned meeting of the 2022 growing season.

Volunteer Greenway Work Days have been held on the second Saturday of each month since May and will continue through September 10th. Focus of the work days has been removing seasonal invasive plants and sapling trees within 3 feet of the paved pathway to prevent further walkway damage due to trees growing too close to the walkway. This effort is in anticipation of eventual repair or replacement of walkways.

During June, volunteers Pam Conrad and Davie Phillips conducted evaluation of the 35 light-posts in the Greenways. This was planned in anticipation of refurbishing and painting of the light-posts. The outcome of the evaluation was that 9 of 35 lights on posts were not functioning properly or at all so repair or replacement of light-post sensors became the priority.

Two bids have been received for prepping and painting the light-posts. It is likely that the light sensor repair which is to be completed by Beeline Electric, will require the majority of the amount planned for 2022 maintenance.

Volunteer Charlie Morgan has begun the process of moss treatment on the Greenway walkways.

The September 13th Greenway Volunteer Meeting which is the final meeting planned for this year will be used to recap work accomplished this season and to form initial plans for 2023.

Reports for August 1, 2022 WGHA Board Meeting.

Greenways -- Path Replacement and Maintenance. Due to the limited funds that are currently available to the Board to support the costs of repair and replacement of the paths through the greenways, and the discussion and vote on this issue at the June WGHA Board meeting, I am no longer contacting asphalt contractors to discuss future work on the paths. In my view, it is likely to be several more years before we have sufficient funds to consider contracting for the complete replacement of one of our greenways. Based on what I've learned from the contractors with whom we've met, I do not recommend repairing or placing sections of the paths at this time.

All of the paths are walkable and do not present significant safety concerns, although a few holes should be filled. I have treated the path on Greenway D with a moss control solution ("Wet and Forget"), which has shown immediate results. The solution will take several weeks to completely remove the moss. I will plan to treat the mossy areas on the other paths during the next several weeks.

Social Events. The Independence Day celebration at Walnut Grove Park was well-attended, and featured a bicycle parade, a Ben Franklin Trivia Quiz, a water balloon toss, refreshments, and the opportunity to meet our neighbors. Thank you for all who contributed to make this a successful event!

At present, I believe that it will be difficult to recruit a sufficient number of volunteers to offer a Fall Crawl this year, since volunteers are needed on each greenway to offer both entertainment and refreshments. I'd recommend that, in lieu of a Fall Crawl, we offer a potluck neighborhood picnic at Walnut Grove City Park, with grilled brats, hotdogs and non-alcohol drinks provided (folks can BYOB). If the Board adopts this suggestion, we can discuss several possible dates and times that minimize conflicts with vacations and sports events. At this time, I'm thinking about Sept 10 or October 8.

Submitted July 24, 2022

Charlie Morgan, WGHA Board Member