

**Minutes of the  
Walnut Grove Homes Association, Inc.  
December 2023 Board Meeting  
Tuesday December 5, 2023 - 6:30 p.m.  
Via Zoom**

**Attendees:** Liz Fenster, Doug Hyant, Nick Brown, Charlie Morgan, Laurie Howard, Danielle Bashirullah, Molly Hyant, Kim Grimmer and homeowner and board candidate Phillip Kent  
Excused: Eileen Goode and Hayden McCann

Ms. Fenster called the meeting to order at 6:35 p.m. She introduced Mr. Kent, 17 Rye Circle, to the board. He has indicated a desire to run for election to the Board in January, and assume the duties of Board Secretary from Mr. Grimmer who is retiring from the Board. She also stated that the meeting might primarily become a working session to help develop the 2024 WGHA budget. The Board members present for the meeting introduced themselves to Mr. Kent and summarized their roles on the Board. Ms. Fenster also informed the Board that Meghan Johnson, 7210 Farmington Way, has volunteered to run for the Board in January, serving initially as an at-large member due to her service on another board where her duties wrap up in October 2024. Ms. Johnson has expressed an interest in chairing the Social Committee if that position is open in 2024.

**December 2023 Board Meeting Minutes:**

Mr. Grimmer **moved** to approve the October 2023 Board Meeting Minutes circulated by email before the meeting. Mr. Hyant **seconded** the motion. The **motion** passed unanimously.

Ms. Fenster followed the agenda for the meeting circulated to the Board by email on October 1. This agenda is annexed as Exhibit A hereto (Pages 1-7).

**New Business**

**President's Report**

- Ms. Fenster screen shared the proposed PowerPoint presentation for the January annual meeting and walked the Board through its slides to identify those that might need updating or other changes. Ms. Fenster invited input on the slide for the Recap (2023) and Vision of the Board for 2024. She is updating the slide on the Greenways based on Ms. McCann's input and the efforts on the Greenways she and Mr. Morgan accomplished in 2023.
- There was general consensus for republishing the neighborhood directory in 2024, assuming ad revenue can be secured.

**Treasurer's Report.**

- Mr. Brown forwarded the current treasurer's report by email. See attached Agenda, Exhibit A, at page 3. There are still nine households owing dues for 2023, three of those are overdue from prior years and are either homeowners who have died or notified Mr.

Brown that they are having financial issues. So there about \$2,250 of 2023 dues that are still outstanding. We have received just under \$52,000 in total revenue from dues. We did receive pretty good recovery on past-owed dues from prior years. We are earning about \$60 to \$70 in interest in Summit Credit Unions CD's that have been purchased.

- In the Opening Balances section at the top the Treasurer's report the "Prior Year Spending Paid in Current Year" was \$1275 paid to Keyman and \$815 of the Fall Cleanup paid to Richardson's, \$77 for administrative costs, \$15 to Mr. Morgan and \$100 for the painting of the neighborhood signs.

- We have not yet gotten the bill for Fall Cleanup this year by Richardson. Our goal is to get all 2023 expenses paid in 2023 if possible. Mr. Morgan will follow up with Richardson to try and get this bill in well before the end of the year.

- With the Fall cleanup by Richardson and the cabling of trees, the expenses reported for 2023 are understated by about \$1000 to 1300.

- On overdue dues, no more notices will go out. Instead, as we discussed in October, we will simply add the 10% late penalty to the dues notices that go out in early 2024.

**2024 Proposed Budget.** Mr. Brown led this discussion

- Given the the amount of cash we have on hand as well as additional expenses we expect to pay by the end of the calendar year, we should finish the year with between \$55,000 and \$58,000 in our Summit accounts. The \$55,000 to \$58,000 is earmarked for certain items: \$45,000 set aside for the Legacy Fund, approximately \$500 for unpaid Circle Grants. Whitacre Circle Grant still has roughly \$300 available for payment for circle beautification expenses. This discussion on outstanding circle grants and impact lead to the following motion.

- **Motion by Ms. Fenster:** Henceforth, all Circle Grant payment applications are to be processed through the block captain for the circle or some other designated resident on the circle who in turn will submit the request to the Block Captain Chair to submit to the Treasurer. For better ease of accounting, the expenditures to be reimbursed must be spent and submitted for repayment within one year of having the circle grant approved. The motion was adopted by **Ms. Howard and seconded by Ms. Hyant. It passed unanimously.** It was generally agreed that Whitacre has one more year (December 2024) to submit any remaining invoices as to the remaining balance of \$300 of its circle grant.

- Ms. Hayden has projected some \$3,870 for necessary lamppost repairs and maintenance, including replacing two lamp posts, re-painting on a number of the lampposts and replacing a few sensors. This amount is not yet in the proposed budget of Mr. Brown and if incorporated in the proposed budget will reduce the contribution to the legacy fund below \$20,000 currently projected in the budget.

- It was agreed to reduce the woodland's management budget to \$15,000 to address in part the lamppost maintenance expenses being planned.

- There will be a small increase in insurance premiums to expand the liability limits of our coverage.

- **Motion by Mr. Hyant** to approve the proposed budget presented by Mr. Brown, leaving annual dues at the same rate as in 2023, and with the changes discussed during the meeting. The changes discussed would primarily increase the Unallocated Cash position as of December 31, 2024 to approximately \$5,700, which can be added to the Legacy Fund or used elsewhere if available at the end of the year. **Second by Mr. Grimmer. The motion passed unanimously.**

**Block Captains Report.** Ms. Howard expects to put out a request at the annual meeting for new block captains for a few locations. She also expects to put together a written job description so that there is consistency between the expectations of the Association and potential captains.

**Annual Meeting Notice.** Mr. Hyant demonstrated the proposed notice. Because of voting efficiency, we will not encourage watch parties.

**Increasing our liability and D&O Insurance Coverage.** Mr. Grimmer reviewed a quote we received from our insurance broker. **Mr. Grimmer moved** to increase our coverage from \$2,000,000 per occurrence and \$3,000,000 aggregate limitations of liability for an added annual premium of \$43.00. **Mr. Morgan seconded the motion. The motion passed unanimously.**

**Note on this insurance issue:** Subsequent to this meeting our agent confirmed the rate of \$43.00 for the increased coverage and said she was getting us an endorsement for the increased coverage as of January 10, 2024 (Our policy period is through March 15, 2024, but the endorsement should continue for the next year.)

- **Note:** while not set at this December meeting, following the Annual Meeting of January 24, 2024, by general agreement of the continuing and new board members, the next regular board meeting was scheduled for 7:00 pm pm on Monday, January 29, 2023, by Zoom. Mr. Hyant will get out a Zoom invitation.

**Adjournment.** Mr. Grimmer made a **motion to adjourn**, seconded by Ms. Howard. The **motion passed unanimously** and the meeting adjourned at 7:56 p.m.

Respectfully Submitted, and Happy Trails!  
Kim Grimmer, Secretary