

**WALNUT GROVE HOMES ASSOCIATION
Madison, Wisconsin**

January 26, 2004

Annual Meeting Minutes

MEETING BEGAN: 7:00 P.M.

ATTENDING

BOARD MEMBERS: Rick Conne, Robert Ames, Kristi Holden, Bill Kloster, Kathy McComb,
Steve Suleski, Lauren Thliveris, Randy Wade, Debra Wynne

MINUTES: Minutes from January 27, 2003 Annual Meeting were approved.

COMMITTEE REPORT ITEMS:

TREASURER (Kristi Holden)

- Kristi gave her report, a copy of which is attached. In summary, at December 31, 2003, WGHA had assets totaling \$36,721, with \$2,650 in the WGHA Park Fund. There were no liabilities.
- Kristi summarized 2003 budget of \$13,260 and actual expenditures of \$12,493. Expenditures were less than budget for Social Events.
- Kristi also reviewed proposed 2004 budget of \$13,355. Lot assessments will remain at the current level of \$40.
- Kloster moved. Howard seconded. 2004 budget approved.

ARCHITECTURAL CONTROL (Robert Ames)

- Robert discussed use of new form for use in requesting approval of additions and other changes; form will be available on WGHA website soon.
- Robert also explained architectural review process and guidelines.

GREENWAYS (Bill Kloster)

- Bill explained use of neighbor kids to share in Greenway mowing; also we applied fertilizer and weed control this year.
- Bill explained light maintenance on Greenways this past year.
- Bill explained the tree and bush trimming done on Greenways this year.

Motion of commendation to Bill Kloster upon his retirement from the Board for all his work on the Greenways. Approved.

SOCIAL (Debra Wynne)

- Debra summarized the social activities sponsored by WGHA.
- Discussion ensued about whether to reinstitute annual picnic.

BLOCK CAPTAINS (Kathy McComb)

- Kathy gave a brief report on activities.

NEWSLETTER (Lauren Thliveris)

- Lauren gave background on the Newsletter and publication schedule.
- Lauren gave update on the WGHHA website.

OLD BUSINESS:

- Rick reported that on February 2, 2004, the Madison School Board will take vote on Westside Youth Center (Wexford Ridge) that would be located near Jefferson Middle School.

NEW BUSINESS:

- Nominations for Board to replace Rick Conne and Bill Kloster: Dale Finley and Jim Howard were nominated. Both were elected.
- Greenway Proposal by John Stephenson. Buckthorn and honeysuckle problem on Greenway between Walnut Grove, Stonecrest and Oxwood. Mr. Stephenson described the process for removing buckthorn.
- Alder Report (Paul Skidmore)
Alder Skidmore provided an extensive discussion of issues in the Walnut Grove neighborhood, district and city including taxation, casino vote, inclusionary zoning, minimum wage, phosphorus fertilizer ban, smoking ban, traffic, fire safety, public works, and also traffic on Westfield Road.
- Charles Thimmesch, candidate for Dane County Board, also addressed meeting.

MEETING ADJOURNED: 9:05 P.M.

Steve Suleski, Secretary

WALNUT GROVE HOMES ASSOCIATION
Madison, Wisconsin

February 9, 2004

MEETING BEGAN: 7:00 P.M.

ATTENDING

BOARD MEMBERS: Robert Ames, Kristi Holden, Jim Howard, Dale Fenley, Kathy McComb,
Steve Suleski, Lauren Thliveris, Randy Wade, Debra Wynne

NOT PRESENT: None

MINUTES: December 3, 2003 minutes approved with minor correction.

ELECTION OF OFFICERS AND COMMITTEE ASSIGNMENTS (selected by acclamation):

<u>Officers:</u>	President	-	Jim Howard
	Vice President	-	Randy Wade
	Secretary	-	Steve Suleski
	Treasurer	-	Kristi Holden

<u>Committee</u>		
<u>Members:</u>	Architectural Control	- Robert Ames
	Greenways	- Dale Fenley
	Social	- Debra Wynne
	Block Captains	- Kathy McComb
	Newsletter	- Lauren Thliveris

COMMITTEE REPORT ITEMS:

GREENWAYS (Dale Fenley)

- No report, but discussion of need to focus on Greenways this year and availability of funds for capital improvements; discussion about clearing out buckthorn and other invasive species; discussion about limiting use of pesticides and other toxins; Greenways will be a major topic for a meeting this spring. Dale will report on progress for developing Greenway recommendations at our next meeting.

TREASURER (Kristi Holden)

- \$3,210 out of reserves will be used to pay for tree and buckthorn removal.
- Homeowners' dues statements went out from Clifton Gunderson; first deposit will likely be made this weekend.
- Only three people have yet to pay 2003 dues.

ARCHITECTURAL CONTROL (Robert Ames)

- No new projects.
- Wang's re-siding job on house is finished and the work is legally acceptable.
- Two trailers have remained parked on Farmington. Robert will follow up to warn contractors who own them that trailers will be towed if not removed.

SOCIAL (Debra Wynne)

- No report.
- Kathy McComb will plan a Board dinner for February.

BLOCK CAPTAINS (Kathy McComb)

- No report; all positions are filled.

NEWSLETTER (Lauren Thliveris)

- No report; next Newsletter is likely to be distributed in April.
- Discussion about items to add to website including all Board and Annual Meeting minutes, Board member profiles, etc.

NEW BUSINESS:

- Future meeting schedule discussed.

NEXT MEETING DATES:

March 1 at 7 P.M.
April 12 at 7 P.M.
May 10 at 7 P.M.
Thereafter on second Monday of the month.
Meeting Time: 7:00 P.M.
Location: Alicia Ashman Library.

MEETING ADJOURNED: 8:10 P.M.

Steve Suleski, Secretary

WALNUT GROVE HOMES ASSOCIATION
Madison, Wisconsin

Monday March 1, 2004 Board Minutes

Meeting Began: 7:00 p.m.

Attending Board Members: Jim Howard, Randy Wade, Dale Fenley, Kathy McComb, Lauren Thliveris, Debra Wynne, Kristi Holden

Not Present: Robert Ames, Steve Suleski,

Minutes: January 26, 2004 Annual Meeting and February 9, 2004 minutes approved

Committee Report Items

Treasurer:

- Approximately \$6,600 in dues has been taken in to date. A second bill in the amount of \$975 from John Stephenson Tree Care was submitted for payment.
- Jim Howard asked to see a copy of the WGHA insurance policy.

Architectural

- No report

Greenways

- Dale Fenley reported that he and Randy Wade met with Bill Kloster to go over greenway planning work to date. Dale also met with John Stevenson Tree Service and walked and inspected the greenway system.
- There was discussion of immediately treating some portion of the existing buckthorn in the Greenway adjacent to Oxwood, Rye, and Harwood Circles.
- Also discussed was the need to have a plan and cost estimate for a multi-year program to improve the greenways including as appropriate such things as: tree trimming, grass care, plantings, physical improvements such as benches, as well as buckthorn and invasive species control.
- It was agreed that the new Greenways Committee should meet if possible at least once before the special meeting on greenway issues scheduled for April 12.
- A proposed greenway plan or alternative plans should hopefully be presented at the April 12 meeting.

Social

- The summer picnic was discussed and it was decided that the Board will investigate holding an open house of some kind next Spring 2005.

Newsletter

- A flier went out seeking volunteers for a new Committee on Greenway Planning and announcing a special meeting on greenway issues on April 12.
- The next newsletter is targeted for May 1 with an April 15 cut off for articles.

Block Captains

- Cathy McComb handed out the latest list of block captains. Jim Howard suggested that the block captain list be installed on the WGHA website.
- There was discussion of setting up a WGHA database with all data centrally maintained in a consistent format.
- A card was sent to Maxine Jurens, in thanks for her service as block captain.
- There will be a notice in the newsletter to remind block captains to let Cathy know about new residents in the neighborhood.

Old Business

- None

Correspondence

- None

New Business/Miscellaneous

- Brett Hulsey, Dane County Supervisor met with the WGHA Board
- Concerns were expressed with regard to the Wexford Ridge/Westside Neighborhood Center. Jim Howard indicated that the Board would not be taking a formal position on the proposal.
- There was discussion of traffic issues on the Westfield and Farmington and the need to make city council members aware of the neighborhoods desire for stop sign at that intersection. There was also discussion of the need for traffic lights or stop signs at Tree Lane and Gammon and at Westfield and Old Sauk Road.
- Brett indicated that he would follow up with the Mayor and City Council members.

Next Meeting Dates

April 12, 2004 at the Dental Health Associates basement meeting room

Meeting Adjourned: 9:00 p.m.

Minutes Completed by

Randy Wade, Vice President

WALNUT GROVE HOMES ASSOCIATION
Madison, Wisconsin

Monday April 12, 2004 Board Minutes

Meeting Began: 7:00 p.m.

Attending Board Members: Jim Howard, Randy Wade, Dale Fenley, Kathy McComb, Lauren Thliveris, Debra Wynne, Kristi Holden, Robert Ames

Not Present: Steve Suleski,

Minutes: March 1 minutes carried over to be approved at next meeting.

Special Meeting on Greenways

- Jim Howard opened the meeting by indicating that the focus of today's special meeting with invited neighbors would be on a new Greenway improvement plan, with the goal of Board approval of expenditures to implement it.
- Dale Fenley introduced a power point presentation by indicating that the Greenway Plan had been developed by a committee made up of Dale as Chair, Jim Howard, Randy Wade, Kent Delfosse, Mark DuRussel and Andrea Herr Turoff. Two contractors were asked to submit bids and Steve Bassett was selected to make a final bid.
- Kent Delfosse provided a power point presentation summarizing the approach which the Committee had developed.
- Kent noted that the Greenway Plan has two components. Phase I would involve initial work to remove invasive species and trim and prune other trees and shrubs as well as develop a plan for future restoration and replanting for a total of \$7559.
- Phase II will involve restoration and planting throughout all of the greenways during 2005 based on the plan developed in the fall of 2004. The cost of Phase II has yet to be determined.
- Kent indicated that his power point presentation will be posted on the WGHA website
- In response to a question from the audience as to whether the invasive buckthorn growth was there before the neighborhood was developed, one of the neighbors indicated that the buckthorn was there when initial construction started.
- The WGHA had been advised 20 years ago that the buckthorn should be removed, but no action was taken at time.
- Question: How long would it take for the under story to return. Steve Bassett indicated that it would take 3-4 years.
- Question: Will all three greenways be treated at once or sequentially. Dale Fenley indicated that all will be treated at once during 2004. First dead trees will be removed and pruning conducted, then in the fall oaks will be trimmed and diseased Dutch elm trees removed. *and diseased Dutch Elm trees*

- Question: Could homeowners be credited for work to be done. Jim Howard indicated that homeowners will still be required to pay their annual dues but that substantial savings could be generated by volunteer work.
- Questions: What is the time frame for plantings? Steve Bassett indicated that orders for planting stock should be made in February with the plantings to be conducted shortly thereafter.
- Steve Bassett indicated that bare rootstock to be planted in the spring would be the least cost method of replanting – particularly if it were done by volunteers.
- Dale Fenley introduced a motion to expend up to \$8,000 to implement Phase I of the Greenway Plan. The motion was seconded and carried unanimously by the Board.

Treasurer

- No report

Architectural

- No report

Social

- No report

Newsletter

- No report

Block Captains

- No report

Old Business

- Dr. Samuels from Dental Health Associates reported on the progress of the remodeling and construction of an addition to the existing bank building to the east of the existing Dental Health Associates facilities. The attorneys in the building have already vacated and the bank will likely vacate in two years. Eventually the entire building will be devoted to dental health activities. The building plan and footprint will follow the rendering previously approved by the WGHA.

New Business/Miscellaneous

- Julie ^{Weber} Edwards spoke about a new initiative by the Walnut Grove Garden Club to encourage new flower plantings in the various circles throughout the neighborhood. More information will be supplied in the next newsletter.

Next Meeting Date

- May 10 Ashman Library

Meeting Adjourned: 9:00 p.m. Minutes prepared by Randy Wade, WGHA Vice President

WALNUT GROVE HOMES ASSOCIATION
Madison, Wisconsin

May 10, 2004

MEETING BEGAN: 7:05 P.M.

ATTENDING

BOARD MEMBERS: Jim Howard, Dale Fenley, Steve Suleski, Kristi Holden, Lauren Thliveris,
Randy Wade, Debra Wynne

NOT PRESENT: Robert Ames, Kathy McComb

MINUTES: March 1, 2004 minutes approved.
April 12, 2004 minutes approved.

COMMITTEE REPORT ITEMS:

TREASURER (Kristi Holden)

- 16 homeowners still need to pay 2004 dues; Epps now paid in full due to real estate closing (\$140).
- Recent payments made: \$188 for storm sewers; \$384 for Clifton Gunderson to do billing.
- Kristi made suggestions for saving money on future mailings to homeowners for annual meeting notices and dues statements.
- Market performance has caused our reserve account (in Sentinel Funds) to lose money; Kristi shifted \$15,000 from Sentinel Funds to a one-year CD; that means that \$13,000 is left in Sentinel Funds; Kristi reviewed 2004 budget and current account balances.
- Motion: Liquidate remaining \$13,000 from Sentinel Funds and transfer to a money market account. Approved.
- Jim has been named co-signer on WGHA checking and savings accounts.
- The Board then discussed developing a five-year projection of expenses, capital costs and dues structure to establish a basis for future financial stability. Kristi agreed to prepare a forecast by fall 2004.

ARCHITECTURAL CONTROL (Robert Ames, not present)

- No report.

SOCIAL (Debra Wynne)

- No report, but raised questions about progress of neighborhood garage sale.

BLOCK CAPTAINS (Kathy McComb, not present)

- No report.

NEWSLETTER (Lauren Thliveris)

- Last newsletter went out at the end of April at cost of approximately \$65.
- Power point presentation on Greenway Improvements posted on website.
- Art Fair in the Park will be included on website; missed having it in Newsletter last month.
- Next Newsletter will likely come out in September unless there is a need to have one issued earlier.

GREENWAYS (Dale Fenley)

- Our contract lawnmower has mowed twice so far this spring; agreements also went to neighborhood boys to mow this year.
- Steve Bassett contract signed for Greenway improvements; they have already started pruning and should start removing dead and diseased trees this week.
- Academy Electric has been provided with our tax exempt status; Light #31 fixed (sensor replaced); Light #12 also fixed; Light #5 has fallen over and needs to be replaced.
- Dale is trying to organize a workday on the Greenway to clean up, pick buckthorn sprouts and conduct other maintenance.
- Jim raised question about when planting plan will be ready; Dale will follow up with Steve Bassett.
- Kristi raised question about whether Park Fund can be used to buy plants for Greenway. She will look into it.
- Jim also raised question about whether we should be replacing lights with more corrosion and vandalism resistant materials.
- Debra raised question about whether we could save some of the cut trees from Greenways for the annual bonfire event.

OLD BUSINESS

None.

NEW BUSINESS:

None.

CORRESPONDENCE:

None.

NEXT MEETING DATES:

June 14, 2004

July 12, 2004

August 9, 2004

Meeting Time: 7:00 P.M.

Location: Alicia Ashman Library.

MEETING ADJOURNED: 8:30 P.M.

Steve Suleski, Secretary

WALNUT GROVE HOMES ASSOCIATION
Madison, Wisconsin

June 1, 2004

SPECIAL

MEETING BEGAN: 8:00 P.M.

ATTENDING

BOARD MEMBERS: Jim Howard, Robert Ames, Steve Suleski, Kristi Holden, Randy Wade,
Debra Wynne, Kathy McComb

NOT PRESENT: Dale Fenley, Lauren Thliveris

MINUTES: Jim Howard, President, called this Special Meeting to discuss whether the Board should change its Architectural Control Committee Guidelines regarding the construction of fences in the neighborhood in excess of three feet in height. A Home Improvement Application by Joe and Lori Bartol to build a fence was also discussed. After considerable discussion, the Board decided to invite Dan Esser, former chair the Architectural Control Commission, to the next regularly scheduled Board meeting to educate the Board on fencing applications and related decisions that have been made during the past several years.

MEETING

ADJOURNED: 9:10 P.M.

Steve Suleski, Secretary

WALNUT GROVE HOMES ASSOCIATION
Madison, Wisconsin

June 14, 2004

MEETING BEGAN: 7:05 P.M.

ATTENDING

BOARD MEMBERS: Robert Ames, Steve Suleski, Kristi Holden, Lauren Thliveris, Randy Wade, Debra Wynne, Kathy McComb,

NOT PRESENT: Jim Howard, Dale Fenley

MINUTES: May 10, 2004 minutes approved.
June 1, 2004 minutes approved.

COMMITTEE REPORT ITEMS:

TREASURER (Kristi Holden)

- \$5,000 in savings; \$1,300 in checking; \$28,000 in longer term account.
- 13 homeowners still remain who have not paid 2004 dues.
- WGHA account now set up at Econoprint; they can mail at a better rate; they can also invoice and update the homeowners' list; Kristi is looking at ways to save money over what Clifton Gunderson charges us (including use of a post office box) and will submit a proposal.
- All WGHA funds have been transferred to money market accounts and CDs.
- Kristi will also check with Econoprint for price on reprinting Neighborhood Directory.
- The Board discussed maintaining a master database of WGHA homeowner information.

NEWSLETTER (Lauren Thliveris)

- Art Fair in Park cancelled due to lack of publicity in Newsletter; we'll try to make sure that we don't miss this announcement next year.
- Public meeting at Ashman Library to discuss new recycling process to take place on Saturday, June 19th; Lauren will add to website.

SOCIAL (Debra Wynne)

- Sarah Tilson has collected the fees for the neighborhood garage sale.
- July 4th event will take place as usual; bike parade to start at 10:00 a.m.; Lauren to add announcement on website.

BLOCK CAPTAINS (Kathy McComb, not present)

- Kathy is struggling to get the names of new neighbors from the block captains; she will get those names directly and make sure the welcome kits get distributed.

GREENWAYS (Dale Fenley, not present)

- Dale submitted his report in absentia, which is attached.
- Randy reported that electricity to a downed light pole has been cut; it was a safety hazard.
- Randy also passed along several invoices to Kristi for payment: Eric Bunders - \$369.25 (for 5 mowings); Basset Inc. - \$3,607.88 (for work trimming of Greenway).
- Dale also received a bid from Bassett for next phase at a cost of \$2,299; Dale recommends that we accept proposal less \$700 for taking down an ash tree that can be deferred; Board approved Dale's recommendation.
- Dale is also interested in meeting again with the Greenway Committee to walk the area to begin to provide more input to Bassett on future improvements.

ARCHITECTURAL CONTROL (Robert Ames)

- Robert gave background on fencing issues and summarized special meeting from June 1, 2004; he also indicated that the Architectural Control Committee will attempt to rewrite the fence guidelines to make the rules more clear.
- Bartols are in process of getting their own survey done; until property line issue is resolved, WGHA's 15-day response period is on hold.
- Robert presented list of members of Architectural Control Committee (which is attached); Board discussed possibility of searching for additional members of ACC; Board decided to defer appointment of new ACC until next meeting.
- Dan Esser led a discussion with the Board about the recent history (past 10 years) of fencing applications and decisions, and his general approach to decision-making and communicating with neighbors during his many years as ACC Chair.
- Robert will put together a committee to review the current version of the ACC Guidelines and recommend any changes.

OLD BUSINESS

- Kristi and Randy will begin working on a long-term financial plan this summer.
- They will put together projections on a spreadsheet.

NEW BUSINESS:

- Kathy brought a recent political mailing by a member of the neighborhood that may have used the WGHA directory.
- Kathy also reported that Wexford Ridge Neighborhood Center has been approved and they are now trying to raise funds.

CORRESPONDENCE:

None.

NEXT MEETING DATES:

July 12, 2004
August 9, 2004
Meeting Time: 7:00 P.M.
Location: Alicia Ashman Library.

MEETING ADJOURNED: 8:40 P.M.

Steve Suleski, Secretary

WALNUT GROVE HOMES ASSOCIATION
Madison, Wisconsin

Monday, August 9, 2004
Board Minutes

MEETING BEGAN: 7:05 P.M.

ATTENDING

BOARD MEMBERS: Robert Ames, Dale Fenley, Jim Howard, Kathy McComb, Steve Suleski,
Lauren Thliveris, Randy Wade,

NOT PRESENT: Kristi Holden, Debra Wynne

MINUTES: June 14, 2004 minutes approved.
No meeting held on July 11, 2004 due to lack of quorum.

COMMITTEE REPORT ITEMS:

TREASURER (Kristi Holden, not present)

- No report.

NEWSLETTER (Lauren Thliveris)

- Due date for next Newsletter will be September 13th and will be distributed during the week of September 21st.
- Key articles will include bonfire notice, buckthorn cleanup, public pool location and other topics.

SOCIAL (Debra Wynne, not present)

- Need to set a date for the bonfire.
- July 4th event went well; about 30 people showed up.

BLOCK CAPTAINS (Kathy McComb)

- Kathy will hand out some new neighbor packets, but some block captains will continue to hand out those for their areas.
- Kathy is also working on some revisions to new neighbor packets and will bring to the next meeting for the Board to review.
- Kathy raised the idea of having a social event to welcome new neighbors, maybe next spring.
- Board discussed idea of creating a database to include all homeowners.

ARCHITECTURAL CONTROL (Robert Ames)

- Proposed changes to Architectural Control Guidelines will be submitted to the Board in September.
- O'Leary is putting in new windows.
- 10 Greenhaven Circle has been given permission to finish fencing around house with gate.
- Bartols have not completed fence or agreed to ACC's terms for approval of fence construction.
- Robert will submit names for ACC to the Board for approval at next meeting.

- Lauren also reported that Conklins have torn down old fence and did not know if a new fence would be put up.

GREENWAYS (Dale Fenley)

- Dale has invoice for tree removal from Bassett; additional tree removal work will be finished in October.
- Dale is following up with Bassett regarding use of which herbicide and kind of guaranty if there is regrowth of buckthorn.
- Academy Electric took a long time to fix last set of lights and Dale has been having trouble reaching them to resolve issues; he will keep trying to straighten out the situation.
- Kathy also raised question about some of the lights being on during the day (sensors may not be working properly).
- Dale raised question about whether we could find volunteers from the neighborhood to help keep up the Greenways; Board also discussed whether we could raise some additional funds for Greenway maintenance.
- Jim suggested imposing an early October deadline on Bassett for producing a plan for plantings along the Greenway; then the plan could be shown to neighbors at the Bonfire.

NEW BUSINESS:

None.

OLD BUSINESS:

- Dental Health Associates representatives presented the Board with a proposal to add between 15 to 17 parking spaces to their property on 7001 Old Sauk Road (as part of the building expansion that has previously been approved). The Board reviewed the design and asked many questions. The Board expressed its support for the increased parking.
- Paul Skidmore, Alder, informed the Board about a traffic meeting to discuss traffic patterns, traffic problems and issues on August 25, 2004 at 6 P.M. at the Alicia Ashman Library. Several neighborhood representatives will be invited (such as Sauk Creek, Wexford, Walnut Grove, Junction Ridge, Blackhawk and Tamarack). Representatives from the City Traffic Department will be present.
- The Board also raised questions with Alder Skidmore about whether some types of property crimes have been increasing around the city.

CORRESPONDENCE:

None.

NEXT MEETING DATE:

September 13, 2004 at 7:00 P.M.

Location: Alicia Ashman Library.

MEETING ADJOURNED: 8:45 P.M.

Steve Suleski, Secretary

**WALNUT GROVE HOMES ASSOCIATION
Madison, Wisconsin**

**Monday, July 11, 2004
Board Minutes**

[NO MEETING HELD DUE TO LACK OF QUORUM.]

WALNUT GROVE HOMES ASSOCIATION
Madison, Wisconsin

Monday, September 13, 2004
Board Minutes

MEETING BEGAN: 7:05 P.M.

ATTENDING

BOARD MEMBERS: Robert Ames, Dale Fenley, Jim Howard, Kathy McComb, Lauren Thliveris, Steve Suleski, Kristi Holden

NOT PRESENT: Randy Wade, Debra Wynne

MINUTES: August 9, 2004 minutes approved.

COMMITTEE REPORT ITEMS:

TREASURER (Kristi Holden)

- Kristi presented a proposed 2005 budget, compared to 2004 budet (see attached).
- Kristi also presented a list of seven homeowners who have failed to pay 2004 dues.
- \$7,337 spent to date compared to annual 2004 budget of \$13,355.

ARCHITECTURAL CONTROL: (Robert Ames)

- Robert distributed list of proposed ACC members for 2004-05 (see attached); motion to approve list passed unanimously.
- Robert gave a brief report about activity this summer; quite a few screen porches and other improvements.
- Bartols' fencing project has not moved forward; no agreement and no further activities; Robert will attempt to follow up.
- Robert also indicated that he will provide a draft of new ACC Guidelines for next meeting.

NEWSLETTER (Lauren Thliveris)

- Cut-off date for next newsletter is today.
- Lauren asked whether there are any other notices that should be put in; she needs information about Bonfire from Debra, letter from Jim and update on Greenways; she is planning to get Newsletter to Econoprint this week for distribution by September 22nd.
- Lauren volunteered to put together a consolidated database of WGHA members' information.

SOCIAL (Debra Wynne, not present)

- Bonfire is scheduled for October 16th.
- Lauren will follow up with Debra for details for the Newsletter.
- Jim raised question about what we might want to display at the Bonfire (Greenway Plan, Long-Range Operating, Capital & Revenue Budget).

BLOCK CAPTAINS (Kathy McComb)

- Kathy distributed portions of our current New Neighbor Packet for review and editing by the Board; she would like comments at the next meeting.

GREENWAYS (Dale Fenley)

- The Board discussed how to notify homeowners about Round-Up being applied to buckthorn stumps; Newsletter article and signs around the site were suggested; application could begin as early as September 22nd.
- Dale continues to push Bassett to produce plan for Greenway plantings in October (instead of January as was initially scheduled); Jim suggested that Julie Weber of Garden Club be contacted to meet with Dale and Bassett to start work on plan.
- Dale also asked how we should approach one neighbor that has two large buckthorn trees on their property line that should be removed; Lauren said she would approach them first and Dale will follow through.
- Dale raised idea of whether we might consider hiring a Greenway custodian to keep up on some of the Greenway maintenance.
- Dale also raised question about where the circle maintenance policy, including reimbursement, can be found; Steve said he would follow up on this.

OLD BUSINESS:

None.

NEW BUSINESS:

Jim reported on traffic meeting held on August 25th. Jim Debra, Kathy and Randy attended. Jim raised the question about whether we should reconsider a traffic circle and other calming devices; Jim suggested writing a letter to the Traffic Department to request a reconsideration of traffic calming devices; motion to have Jim write letter approved.

The Board discussed the proposed Long-Range Financial Plan and the need to discuss it in greater detail; a Special Board Meeting for this purpose was suggested.

CORRESPONDENCE:

None.

NEXT MEETING DATES:

October 3, 2004 Special Meeting

Location: To be announced.

October 11, 2004 at 7:00 P.M.

Location: Alicia Ashman Library.

MEETING ADJOURNED: 8:40 P.M.

Steve Suleski, Secretary

2004 Budget**2005 Budget**

25% increase

Income

	budget	expenditures	balance	
		to date	to date	
Lot Assessments	\$ 12,000			15,000.00
income to date	11780			
Reserve Contribution	\$ 1,355			-
				-
Total Income	<u>\$ 13,355</u>			15,000.00

Expenses

Greenway Maintenance	\$ 5,580			7,000.00
mowing		\$ 1,706		
light repair		\$ 140		
tree trimming		\$ 1,266		
		\$ 3,112	\$ 2,468	
Circle Maintenance	\$ 520			650.00
Harwood Circle		\$ 80	\$ 440	
Social Events	\$ 2,000			2,500.00
Board Dinner		\$ 722		
			\$ 1,278	
Utilities	\$ 2,500			2,900.00
MG&E		\$ 1,254		
water		\$ 188		
			\$ 1,057	
Professional Services	\$ 1,100			200.00
Clifton-Gunderson		\$ 1,034		
			\$ 66	
Insurance	\$ 855			900.00
Schwarz		\$ 855		
			\$ -	
Communications	\$ 400			450.00
newsletter		\$ 92		
			\$ 308	
Special Projects	\$ 250			250.00
Miscellaneous	\$ 150			150.00
Total Expenses	\$ 13,355	\$ 7,337		15,000.00

PROPOSED ACC MEMBERS FOR WGHA 2004-05

STEVE WHAYLAND
25 ~~SHORE~~ CREST CIRCLE
831-5227 *STONE*

DAN ESSER
16 WINTERSET CIRCLE
8833-2324

SUE ECKERLE
406 WALNUT GROVE DRIVE
833-9043

JACK MERRILL
7413 FARMINGTON WAY
833-6646

STEVE SULESKI
13 GREENHAVEN CIRCLE
827-7887

PATTI ADOLPHS
430 N. WESTFIELD ROAD
831-7458

ROBERT AMES, CHAIRMAN ACC
5 GREENHAVEN CIRCLE
836-1323

These people are presented for your approval based on their past experience, current fields of endeavor, availability, and willingness to serve. Thank you for your input.

**WALNUT GROVE HOMES ASSOCIATION
Madison, Wisconsin**

**Sunday, October 3, 2004
Special Meeting of Board of Directors**

SPECIAL

MEETING BEGAN: 5:30 P.M.

ATTENDING

BOARD MEMBERS: Jim Howard, Steve Suleski, Dale Fenley, Kristi Holden, Randy Wade,
Debra Wynne, Kathy McComb

NOT PRESENT: Robert Ames, Lauren Thliveris

MINUTES: The Board discussed the proposed Long Range Operating Capital and
Revenue Budget, the possible need to increase the annual dues cap, and
discussed suggestions for the next steps to be taken.

MEETING

ADJOURNED: 6:45 P.M.

Steve Suleski, Secretary

WGHA – Special Board Meeting – October 3rd 2004

Meeting Topic: Brainstorming session to identify the issues related to successfully implementing a change to the WGHA annual dues.

Major action items and board activity guidelines:

1. We need to understand explicitly and exactly what process must be followed to implement a dues increase.
Steve will draft a legal opinion.
2. We need to finalize the long-term financial plan, and draft a simple (easy to understand) motion for dues increase. We need a definitive dollar amount that is rational and justified by the long-term financial plan, and our annual operating budget.
Randy will work with Kristi and Dale to draft the motion.
3. We need to understand the voting population: a) Where are we at right now with support, and b) who are the influential homeowners who will help or hinder this motion.
Kathy will coordinate activity to understand these concerns.
4. We need to have a plan – with specific timetable and milestones. Tentatively it seems we would shoot for the January 06 Annual Meeting as the target completion.
Jim will draft an implementation plan.
5. We will not discuss the dues increase with anyone outside of the board until we have a clear unified message to communicate.

Summary of Brainstorming Sessions.

The ideas below were all of the concerns or issues that we generated, and then sorted into similar activities. The ideas are listed in NO PRIORITY.

- I. Process
 - i. Understand the formal voting process
 - ii. Can we use proxies and what is the timing requirements
 - iii. What is the legal enforcement
 - iv. Finalize the motion
- II. Financial Planning
 - i. Paper trail – current budget dollars running low.
 - ii. Houses along greenways pay more?
 - iii. Decide on the dues amount
 - iv. Do we want to add a CPI for future years

- III. Road Blocks
 - i. Review the 1997 attempt to increase dues
 - ii. Apathy – nobody responds to vote requests
 - iii. Will we have higher rates of delinquency
- IV. Timing
 - i. We need a timeline with tasks - all the way to vote
 - ii. Board must use existing finances to determine when to vote
 - iii. Need to wait until Greenways improvements are further along.
 - iv. Spend our reserves first
 - v. Earliest implementation – 2006 dues
- V. Networking
 - i. Have a social function to introduce the motion
 - ii. Use Block Captains to communicate the motion
 - iii. Create a canvass sheet (petition?)
 - iv. Know who will oppose vote ahead of time
 - v. Need a formal script for informal discussions
 - vi. Use Bunco/Garden Club other groups to start networking
 - vii. Canvass neighborhood for yes votes (discretely)
 - viii. Create a contract tree – starting with board and block captains.
 - ix. Phone every homeowner
 - x. Find the swing vote.
 - xi. Develop a grass roots organizing strategy
 - xii. Organize the Block Captains to canvass the neighborhood
 - xiii. Find out who is influential among different groups/areas of the neighborhood.
 - xiv. Do we have 156 Yes votes now?
 - xv. Write newsletter articles.
 - xvi. Start keeping personal lists of supports.
 - xvii. Have a listening session among block captains.
- VI. Marketing
 - i. Provide history/comparison of neighboring subdivisions association dues.
 - ii. Letter to every homeowner
 - iii. PR campaign about greenways and improvements
 - iv. Provide information on needs of the WGHA
 - v. Show how additional dollars can improve and protect greenways.
 - vi. Communicate a clear vision of what the capital budget will do for the neighborhood.
 - vii. Special leaflets explaining the need for a dues increase.
 - viii. Ask for greenways suggestions in newsletter.
 - ix. Explain 30 years same dues.
 - x. Determine how the capital budget will affect property values.

WALNUT GROVE HOMES ASSOCIATION
Madison, Wisconsin

October 11, 2004
Board Minutes

MEETING BEGAN: 7:10 P.M.

ATTENDING

BOARD MEMBERS: Randy Wade, Robert Ames, Dale Fenley, Jim Howard, Kristi Holden,
Kathy McComb, Steve Suleski, Lauren Thliveris, Debra Wynne

NOT PRESENT: None.

MINUTES: September 13, 2004 minutes approved.

COMMITTEE REPORT ITEMS:

TREASURER (Kristi Holden)

- Five homeowners have yet to pay 2004 dues.
- \$1,852 in checking account.
- \$2,500 in savings account.
- \$24,406 in reserves.
- Current in our bills.
- Discussion about homeowners' database for use in mailings and need for someone to maintain master list; use of Econoprint to do the mailing.
- Kristi also passed out a new version of 2005 budget.
- Discussion about circle maintenance and need for residents to submit receipts to be reimbursed.

ARCHITECTURAL CONTROL (Robert Ames)

- Robert discussed some of the proposed changes to the ACC Guidelines regarding fences.
- Bartol's fence situation is still not resolved; Robert will be requesting a meeting with Bartols to discuss the situation.

GREENWAYS (Dale Fenley)

- Bassett finished today with buckthorn being removed from Greenway.
- Bassett has also presented a very thorough plant list for replanting Greenway "D" which Dale described and outlined a proposed process to discuss the planting plan with the neighbors.
- Dale reported that he has not heard any negative comments about the buckthorn clearing and herbicide application.
- The Board discussed the proposal without making a recommendation.

- Motion to approve expenditure of up to \$500 to obtain plant list and costs for other three Greenway sections. Approved.

SOCIAL (Debra Wynne)

- Bonfire scheduled for this Saturday (Oct. 16, 2004).
- Jim encouraged all Board members to talk to neighbors about Greenway improvements at Bonfire event.

BLOCK CAPTAINS (Kathy McComb)

- No report.

NEWSLETTER (Lauren Thliveris)

- Last Newsletter went out on time.
- Newsletter is on website; Board members encouraged to check it out.

CORRESPONDENCE:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

NEXT MEETING DATE:

Monday, November 8, 2004 at 7:00 P.M.

Location: Alicia Ashman Library

MEETING ADJOURNED: 8:30 P.M.

Steve Suleski, Secretary