

**12/02/2024 WGHA BOD Agenda**

**7 pm @Zoom**

**Agenda**

1. Review and approve [October Minutes](#)
2. President's Report
  - a. 2025 Annual Meeting Planning
  - b. 2025 Elections + Board Members
3. Treasurer Report
  - a. 2025 Budget Review
4. Review Greenway report;
  - a. Any additional lighting/electrician expenses planned for this year?
5. Review Social committee report;
6. Review Block Captain report;
7. Review ACC report;
8. Newsletter
9. Other business
10. Confirm next meeting date:

## 12/02/2024 WGHA BOD Minutes

7:01-8:18 pm

### Minutes

**Present:** Liz Fenster, President and Treasurer; Doug Hyant, Vice President; Phillip Kent, Secretary; Charlie Morgan, Social Committee; Laurie Howard, Neighborhood and Block Captain; Damielle Bashirullah, Architectural Control Committee; Hayden McCann, Greenways Committee; Chris Delamater, At Large; Debra Stewart, Guest

**Excused:** Mehgan Johnson, At Large

1. The meeting was held via ZOOM and called to order at 7:02 pm. The Board introduced themselves to Debra, who has expressed interest in becoming involved with the Board.
2. The October 15, 2024 were unanimously approved as written.
3. Liz led the discussion on the President's report. It was noted that an email was sent out to WGHA residents in early November informing them that we are looking forward to people volunteering to run for election for the following positions: President, Architectural Control Committee, Treasurer and Communications. Deb Stuart expressed interest in assuming the Architectural Control Committee chair. It was anticipated one of the current Board members might step forward to be President. In addition we need to fill some positions on the Architectural Control Committee. We are also looking for volunteers to help with various activities which will be held in 2025. Hayden will run again for re-election as the Greenways chair and Laurie will run for re-election as the Neighborhood and Block Captain.

Charlie encouraged current Board members to actively recruit for these positions. In late December, we will be producing a printed Newsletter. The Newsletter will be hand delivered by Board members to WGHA residents.

The Board reviewed and edited the slides for the Annual Meeting which will be held in January via Zoom.

4. Liz presented the Treasurer's Report. The Board went over the 2024 and proposed 2025 budget in detail. A few tweaks were made to the budget based on anticipated need in 2025. Liz noted that six households are in arrears for dues for 2024, and of those six, three households are in arrears for multiple years. Liz plans to open a \$20,000 CD this week. We had an extended discussion of dues for 2025, following which the Board members voted to increase the dues from \$170 to \$180 for homeowners, and from \$85 to \$90 for condo owners in 2025. It was noted that the raise in dues are based on the Consumer Price Index, and may allow us to be more aggressive in growing our Legacy Fund which will be used in the future to repair or replace the various pathways through the WGHA. The largest portion of our budget is spent on maintaining the Greenways.
5. Hayden presented the Greenways report. Hayden met with the owners of 18 Springwood Circle regarding their encroachment into the Greenways. The cost to repair the damage done was estimated to be between \$3-4,000. The owners agree to pay \$1,000 towards the cost of restoring this area.

Previously, it was suggested that the Greenways consider replacing some or all of the lampposts with solar lights. Liz noted that solar lights had been tried in Greenway A, and the results were unsatisfactory. As a result, we will continue with our current lampposts.

6. Laurie will compose the paper Newsletter which will be distributed later this month. We discussed the proposed content and noted we wanted to remind residents about the need not to encroach on the Greenways and the purpose of the Architectural Control Committee.
7. The Annual Meeting will be held at 7 pm via Zoom on January 29, 2025. The next Board meeting will occur in February.
8. The meeting adjourned at 8:18 pm.

Phillip L. Kent, Secretary

**WGHA President's Report**  
**12/02/2024**

Our Call for Members to Stand for Election was sent out on 11/15/24 via email and posted on neighborhood sandwich board signs. The email also included a Save the Date for the annual meeting. We posted that 4 Board Members spots are up for election and we require at least 2-3 additional volunteers to run for the board due to myself and Danielle Bashirullah choosing not to run for reelection at the expiration of our terms. We are especially in need of someone to serve as Treasurer, Chair of the ACC, and Digital Communication.

As of 11/27/24 we have received one volunteer to stand for election for the 2025 Board: Debra Stuart of 425 Walnut Grove Drive. Debra is volunteering to serve as the Architectural Control Committee Chair. Now retired, her professional background was in strategic planning and policy. Debra may be joining our 12/2/24 meeting.

Tim Goode has offered to assist with communications if needed, though not as a board member.

My key focus for the rest of the year is: ensuring all 2024 expenses are paid prior to year end (Fall leaf cleanup is the largest pending item), finalizing our annual meeting notices and presentation, and providing Laurie the necessary information for our December newsletter.

Submitted by: Liz Fenster, President

**WGHA ACC Committee Report**  
**12/02/2024**

**Submissions**

- 7301 Whitacre Rd- Received application for concrete steps from street to existing walkway
  - ACC determined that a permit must be obtained from the City of Madison for any structures placed within public right of way (approx. first 10ft)
  - Application “On Hold” until homeowner notifies ACC if they would like to modify their plan or obtain a permit, no later than 12/13/2024.

Submitted by: Danielle Bashirullah, ACC Chair

## **Greenways Report**

**12/02/2024**

Remaining pruning and removal of a failing birch in Greenway A & a failing spruce tree near 34 Harwood Circle North was completed by Arbor Systems on Nov. 5th. Grass was planted over tree removal areas & will need watering support in spring.

Lampposts 1 (sensor) 21, 28, 30 repairs remain to be completed. Beeline is aware and will complete the work when they have additional stops in our area. A reminder of the end of our financial year has been sent.

A meeting was held 10/24 with the owners at 18 Springwood Circle re: remediation of the adjacent encroached Greenway. Good Oak assessed the area and provided an estimate for plants, seeds and labor and another without labor. Greenways sent an email relaying the proposed plan and hopes for participation in a 1-2 year plan dependent upon results of a grant application to Plant Dane for native perennials.

Susan Wallner replied today & has offered \$1000 contribution if the project requires 1 year and \$500 per year if it requires two. I've requested her assistance in planning and participation to support the plantings.

Submitted by Hayden McCann, Greenways Co-Chair

On November 26, Richardson Lawn Service completed leaf clean up on the WGHA Greenways. In my view, the work was done well, as was the lawn mowing throughout the season. I would recommend continuing to contract with Richardson for these services in calendar year 2025, unless we are notified of significant price increases or policy changes relating to the maximum number of weeks per month we can avoid mowing and paying the per mowing rate of \$260 per mow. (Currently, we can skip up to two mowings per month.)

Submitted by Charlie Morgan, Greenways Co-Chair

**Social Report**  
**12/02/2024**

No social report is submitted for the December 2nd meeting, as there are no activities to report, and no planned activities for the rest of the year.

Charlie Morgan, WGHA Board Social Chair

**Block Captain Report**  
**12/02/2024**  
Submitted by Laurie Howard

Job description

A job description for the block captain was written, reviewed by the BOD at the last meeting, revisions made and the final copy was distributed. No response was received from any block captain.

New neighbor packets

New neighbor packets were delivered and follow up to those block captains was sent prior to the Thanksgiving holiday. Still waiting for an update from those captains.

# Treasurer's Report

12/02/2024 Snapshot Submitted by Liz Fenster

## Summary

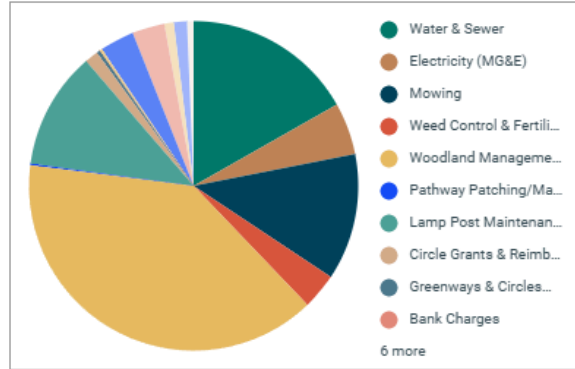


**Savings**

**\$17,278**

🔥 Woohoo! Your income was greater than your expenses this month. What are you going to do with the savings?

## Expense Breakdown



## Income



	Planned	Actual	Diff
<b>Totals</b>	\$ 53,215	\$ 54,975	\$ 1,760
💰 Dues	\$ 51,190	\$ 51,551	\$ 361
🏠 Interest	\$ 725	\$ 2,134	\$ 1,409
📁 Directory Ads	\$ 1,300	\$ 1,289	\$ (11)

## Expenses



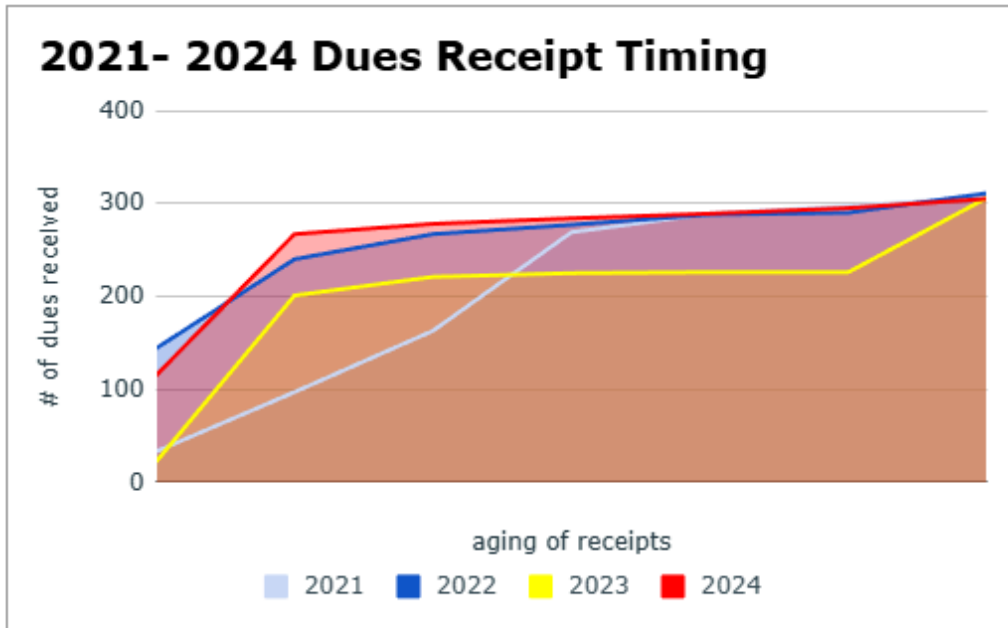
	Planned	Actual	Diff
<b>Totals</b>	\$ 56,260	\$ 37,697	\$ (18,563)
Water & Sewer	\$ 6,372	\$ 6,328	\$ (45)
Electricity (MG&E)	\$ 2,450	\$ 1,929	\$ (521)
Mowing	\$ 7,000	\$ 4,680	\$ (2,320)
Weed Control & Fertilizer	\$ 1,250	\$ 1,329	\$ 79
Woodland Management	\$ 15,000	\$ 14,764	\$ (236)
Pathway Patching/Maintenance	\$ -	\$ 59	\$ 59
Lamp Post Maintenance	\$ 3,875	\$ 4,338	\$ 463
Circle Grants & Reimbursement	\$ 2,150	\$ 500	\$ (1,650)
Greenways & Circles Misc.	\$ 250	\$ 117	\$ (133)
Bank Charges	\$ 50	\$ 5	\$ (45)
Taxes & Fees	\$ 50	\$ 100	\$ 50
Insurance (Liability/Board)	\$ 1,345	\$ 1,268	\$ (77)
Dues Collections Mailings (Print)	\$ 100	\$ -	\$ (100)
Newsletters & Notices	\$ 200	\$ -	\$ (200)
Annual Meeting	\$ -	\$ -	\$ -
Directory	\$ 1,300	\$ 1,201	\$ (99)
Website	\$ 368	\$ 349	\$ (19)
Social	\$ 1,000	\$ 486	\$ (514)
Legal Fees	\$ 2,000	\$ -	\$ (2,000)
Misc. (PO Box, Supplies, Postage)	\$ 500	\$ 245	\$ (255)
Legacy Fund Deposits	\$ 11,000	\$ -	\$ (11,000)

### KEY NOTES:

- Taxes & Fees include 2023 reimbursement to Kim Grimmer for DFI filing (2023 was under budget)
- Website includes a \$140 recovery fee

<b>Account Totals</b>	<b>12/1/2024</b>	<b>\$ 74,582.06</b>
<b>Savings</b>		<b>\$ 5.00</b>
<b>Checking &amp; Money Market</b>		<b>\$ 33,769.20</b>
<b>Certificates</b>		<b>\$ 40,807.86</b>
<b>Legacy Fund Reserves (Prior)</b>	<b>1/1/2024</b>	<b>\$ 45,000.00</b>
<b>Legacy Fund Reserves TY</b>	<b>12/31/2024</b>	<b>\$ 11,000.00</b>
<b>Available Balance</b>		<b>\$ 18,582.06</b>

### Dues Recap



Received:	305	\$51,044.08	Includes 2 Aug and excludes 3 Jan LY late payments
<u>Outstanding:</u>	<u>6</u>	<u>\$1,947.00</u>	
Total:	311	\$52,991.08	

#### Late Dues

Multiple Years Behind	3	\$1,577.00
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