

Wellington Park HOA Board Meeting

Minutes 3/4/24

Location: Clubhouse

Time: 6:00PM

I. Call To Order: 6:00PM

- A. President - Nora Roehm
- B. Vice President - Chris Franchi (absent)
- C. Treasurer - Lynn Yanyo (absent)
- D. Secretary - Adam Powell
- E. Member at Large - Richard Raymond
- F. Member at Large - Sterling Porter
- G. Community Manager- Emily Northrup (absent)

II. Approval of Previous Meeting Minutes

- A. Found here: [02/05/24](#)
 - i. Nora makes a motion to pass the February Minutes
 - 1. Sterling seconds the motion
 - 2. All members vote in favor, motion passes

III. Executive Session (Closed)

- A. Violations
 - i. Discussed complaints of violation letters related to exterior cleaning / lawn maintenance in the winter. Board agreed that these types of letters should not be sent by the management company in the winter months. Board will advise management company to omit these notices (exception of significant violation) until the spring, when this type of maintenance is reasonably conducted.
- B. Dues Account Arrears
 - i. Board discussed past-due fees.
 - ii. Sterling to get the past-due report from Emily (excel file).

IV. Old Business

- A. Budgeting
 - i. Reviewed lawn service and cable service pricing to validate consistencies with budget.
 - 1. Sterling to ask Emily for clarification on budgeting for these expenses
- B. Tennisbloc court/pool use request

- i. Insurance cleared use, issued certificate.
 - ii. Board approved use by Tennisbloc of the courts and pool.
- C. Annual Meeting Prep (Monday 3/25/24)
 - i. Board to discuss annual meeting package with Emily (concerns with items included and errors in documents)
 - ii. Board to provide coffee, iced tea, bottle water, and pastry/desserts for refreshments (Adam will purchase)
- D. Board Laptop update
 - i. Purchased and activated. Secretary currently loading backlog of documents onto device
 - ii. Please send all documents to be kept on record to secretary1.wphoa@gmail.com

V. New Business

- A. February Manger's Report
 - i. Emily did not provide, will review next month
- B. Follow-up Items
 - i. Welcome letters- Emily sent sample to what these letters would look like issued from Sentry
- C. Additional Reserve Accounts for pool & tennis courts
 - i. Pending response from Emily on ease of moving funds in reserve accounts for pool and tennis courts
 - ii. Board to discuss the merit of creating reserves for these items in 2025
- D. Hiring cleaning person for the clubhouse
 - i. Nora meeting with cleaner for potentially cleaning once per month during the off season.
- E. Clubhouse rental agreement updates
 - i. Nora updated the rental agreement to include additional criteria to allow non-homeowners to rent the clubhouse in certain circumstances.

VI. Additional New Business

- A. RV Lot
 - i. Concern with lot renters moving lot signs to "take over" more space
 - ii. RV Lot rules and terms and rules are available on the website. Rich to review and update the rules if necessary.

VII. Committee Reports/Updates

- A. Pond Committee
 - i. No reports.
- B. Social Committee

- i. Bunco, Easter Egg Hunt in March
 - ii. Other items being planned for spring/summer
- C. New Homeowner Committee
 - i. No new homeowners in January
- D. Pool Committee
 - i. Fred to purchase rope-floats for shallow-end divider
- E. Tennis Committee
 - i. Rich to continue to look into the monolithic slab repair for the tennis courts.
 - ii. Committee met with a grant writing advisor to help with receiving grants. No results. Committee will continue to look.
- F. Landscape Committee
 - i. No updates
- G. ARC Committee
 - i. 2 Requests, both passed

VIII. Homeowner Forum:

- A. Discussion of 301 Wellingborough property
 - i. Homeowner requested audience with the board to discuss the developer's plan for the property. Board listened to concerns.
- B. 8 members present. Extensive discussion regarding 301 and 0 Wellingborough

IX. Adjournment: 7:53pm