

WARD PARKWAY HOMES ASSOCIATION BOARD MEETING MINUTES

August 4, 2020

Held via G-Suite conference call*

Board members present: President Nancy Bader, Vice President Richard Murray, Treasurer Gaye Tillotson, Secretary Amanda Rhodes, Maureen Hardy, B. Michael McFarland

Board members absent: Jim Anderson, Alison Baker

Other attendees: Becky Schubkegel, Linetta Thurman

Meeting was called to order at 7:05 pm by President Nancy Bader. A quorum was present.

Guest Introductions: none

Minutes from the July 7, 2020 Ward Parkway Homes Association (“WPHA”) Board meeting were reviewed. Bader moved to approve the minutes and Vice President Richard Murray seconded. The July 7, 2020 minutes were unanimously approved.

Treasurer Gaye Tillotson reported on financials, which were provided to the Board via email prior to the meeting. Member dues paid to date are \$9,498.69 (266 homes) and Security Patrol dues paid to date are \$11,760.00 (197 homes). Total income over expenses for Fiscal Year 2019-2020 currently stands at -\$2,553.48.

Tillotson noted that there were two additional memberships accepted in the last couple of weeks and that these memberships were applied to the current fiscal year. Tillotson also noted that the financials include all Fourth of July expenses.

Linetta Thurman then reported on Security Committee activity. The Security Committee confirmed with Sergeant Sebastien Hanriot that the cost for Security Patrol will not increase for next fiscal year. Thurman also reported on recent activity with the Community Policing Action Cooperative (“CPAC”). She noted that there are no new trends in crime, but the city is cutting the Kansas City Police Department (“KCPD”) budget, specifically the recruiting budget. The KCPD is reallocating personnel and resources. Murray inquired as to whether CPAC will downsize in light of the budget cuts. Thurman responded that any impact on CPAC is unlikely given that it is an organization to discuss security concerns. The Community Improvement Officers will continue in their positions and the Metro Patrol (where the WPHA is located) will likely remain stable.

Murray then reported on Membership Committee activity. With respect to the membership mailing, Bader, Murray, and B. Michael McFarland met prior to the meeting to discuss and are in the process of organizing the mailing. Murray noted that preliminary messaging will be featured in the August newsletter and he will share information on the Membership Drive as it becomes available.

Next, Bader stated that Beautification Committee activity will be discussed during the events update.

McFarland then reported on Communications Committee activity, which was provided to the Board via email prior to the meeting. McFarland noted that a draft of the newsletter has been emailed to the Board and he requested that comments be provided by Wednesday. He also stated that he will be drafting communications for the upcoming Membership Drive.

Next, Bader requested updates on upcoming events. First, Murray discussed the Hawaiian Ice Truck event. He reminded the Board that the event was approved via a poll vote circulated by email between the July meeting and this meeting. The Board voted unanimously to approve the \$150 expense for the event and a majority of the Board voted to open the event to all WPHA residents and not limit it to members.

Murray stated that the event will be held on Thursday, August 20th from 2-3 pm at the Ward Parkway Presbyterian Church (“WPPC”) south parking lot. If non-residents stop at the truck, they will be permitted to pay for a treat. Murray will distribute tickets to WPHA residents and the event will observe social distancing guidelines.

Murray then discussed the Neighborhood Night Out (“NNO”) event. Murray stated that he has formed a planning committee which will meet next week. Generally speaking, Murray is only comfortable holding NNO if it is held outdoors given the concerns caused by Covid-19. Murray is still finalizing the date and time and will share with the Board once finalized.

Next, Bader discussed the Mums Sale. The Mums Sale will be held on Saturday, September 5th from 9:30 am until 2 pm at WPPC. Bader reminded the Board that this is Labor Day weekend, but the sale was scheduled for this date to take advantage of the early month time slot and holiday weekend. Bader has reached an agreement with the wholesaler whereby the WPHA is not financially responsible for any unpurchased plants. She encouraged the Board to invite all residents to attend and noted that there will be no maximum on purchases this year, within reason.

Bader inquired as to whether any Board members know of anyone with a truck who would be available during the sale. If a particular size and/or color is sold out, a volunteer can run to the greenhouse and pick up more plants. While the wholesaler will deliver in the morning, it will not replenish the supply of plants throughout the day. The Board was instructed that if they are aware of anyone to please contact Bader after the meeting.

New Business

Bader then discussed the Volunteer Coordinator position. This position is intended to help consolidate volunteer information and manage data. In other words, this person will be a point person for those interested in volunteering and communicate with the various committees.

Bader has asked Becky Schubkegel to serve as Volunteer Coordinator, and Schubkegel has accepted the position. If any Board member has any questions related to this position, please contact Bader, Murray, or Schubkegel.

Next, Bader discussed the formation of a Finance Committee. This was initially an informal committee to monitor the budget and finances of the WPHA in light of Covid-19. The informal committee determined it would be helpful to have formal committee to constantly

evaluate the budget and finances. Bader moved to add a Finance Committee to the By-Laws that consists of the President, Vice President, Treasurer, and any other interested Directors. The Finance Committee will meet on as-needed basis to gather any financial information, evaluate against the current situation, and manage and make recommendations to the Board as necessary. Maureen Hardy seconded the motion. The addition of the Finance Committee to the By-Laws was unanimously approved.

Bader then addressed the 2021 Budget Request. In light of budget constraints caused by Covid-19, Bader requested that committees submit budget proposals to the Finance Committee by August 18th. The goal is to present the 2021 Budget to the full Board for discussion and vote at the September meeting.

Next, Bader discussed electronic voting for the Board in light of Covid-19. This year there will be an electronic ballot for voting for the Board and when a resident submits a membership, that home will receive an email link for submitting a ballot. In light of this new process, Bader requested that each prospective Board member answer three questions as an informational piece for residents:

1. How long have you lived in the neighborhood?
2. How long have you served on the Board?
3. What is your goal for 2021?

The Board then discussed how long to keep electronic voting open for residents. Bader noted that the membership forms will reach mailboxes in early September and the next fiscal year begins on October 1st. Bader further noted that the October meeting is scheduled for October 6th, so voting must be complete by that date to ensure that the Board can be installed at that meeting. After discussion, Bader proposed that voting close at 12:00 am on October 6th for tabulation by the meeting later that day. No objections were noted. October 6th will remain the Annual Meeting.

Secretary Amanda Rhodes stated that electronic voting will require a change to the By-Laws, a draft of which will be circulated prior to the September meeting.

Meeting adjourned at 7:58 pm.

Minutes submitted by Amanda Rhodes.

*** This meeting was held via G-Suite conference call pursuant to the [Covid-19 stay-at-home order](#) issued by Mayor Quinton Lucas on March 21, 2020.**