



**Board members present:** President Nancy Bader, Vice President Richard Murray, Secretary Amanda Rhodes, Treasurer Gaye Tillotson, Alex DeMasi, Maureen Hardy, Becky Schubkegel

**Board members absent:** Alison Baker

**Other attendees:** Drew Rogers, Linetta Thurman

Meeting was called to order at 7:00 pm by President Nancy Bader. A quorum was present.

**Guest Introductions:** none

Minutes from the July 6, 2021 Ward Parkway Homes Association (“WPHA”) Board meeting were reviewed. Bader moved to approve the minutes, and Vice President Richard Murray seconded. The July 6, 2021 minutes were unanimously approved.

Next, Treasurer Gaye Tillotson reported on financials, which were provided to the Board via email prior to the meeting. Member dues paid to date are \$10,397.66 (284 homes: 207 Platinum memberships and 77 Gold memberships) and Security Patrol dues paid to date are \$12,573.16. Total income over expenses for Fiscal Year 2020-2021 currently stands at \$5,593.52. Tillotson noted that these figures do not include some Fourth of July expenses, the Kona Ice Truck event, and some miscellaneous printing and postage cost. She further noted the additional Platinum member for this month is a monthly recurring membership that reached its sixth month. Tillotson noted that when a member is on the monthly recurring payment plan, the first five months are considered “Gold” (and the funds are allocated as such) and month six and on are considered “Platinum” (and the funds are allocated to Security Patrol).

Linetta Thurman then noted that her Security Committee report was provided via email prior to the meeting. She further noted that a new meeting called “EngageKC” will be taking place this week. She noted that the purpose of EngageKC is to focus on the relationship between the community and the KCPD. Thurman further noted that it is primarily for neighborhood leaders, and she plans to attend the upcoming meeting on behalf of the Board.

B. Michael McFarland called in to the meeting at 7:05 pm.

Next, Murray reported on Membership Committee activity. He directed members to the new membership matrix provided via email prior to the meeting. Murray thanked

McFarland for the design of the matrix and noted that the matrix will be included in the upcoming membership mailing. He also noted that the introductory letter to current membership has been mailed.

Murray then discussed the card readers. He noted that he ordered two Zettle (by PayPal) card readers for this year, and both have been delivered. He will begin testing the readers this week. Murray noted that the Board will use the card readers for the first time at the Mums Sale. He further noted that the card readers will also be used at Dumpster Day to collect memberships.

Bader then reported on Beautification Committee activity. She noted that the islands are not in ideal shape and she reached out to Jim Anderson, a prior Board member, and his wife Marianne for a consultation on the islands. She further noted that the current company has not been adequately maintaining the islands. Bader stated that the Andersons took it upon themselves to clear and update the 75<sup>th</sup> Street island and she wanted to thank them for their efforts. She also requested that Board members contact her if they are aware of a company that does watering. Bader stated that she will provide an update on the islands at a future meeting.

Next, McFarland reported on Communications Committee activity. He will provide the Board his report via email after the meeting concludes. McFarland notified the Board members that a draft of the newsletter should be ready for review shortly.

Alex DeMasi, KCMO Government Liaison, then discussed the ongoing Public Improvements Advisory Committee (“PIAC”) matter. He noted that the District 6 PIAC meeting is next and he plans to attend. He further noted that he plans to present the same presentation for funding as he presented last year, with the exception that it will be pared down and focus solely on sidewalks, gutters, and dead trees. DeMasi stated that he will try to get some new photos of the sidewalks for this year’s presentation. He noted that the presentation will focus on the same six streets as last year.

### Events Update

Murray then provided information on upcoming events. He noted that Thirsty Thursday will take place at Dodson’s. He further noted that this Thirsty Thursday will use the old ticketing system and the new ticketing system will take place at the 2022 events. Bader inquired as to how the new indoor mask mandate will impact Thirsty Thursday. Murray responded that residents will be in masks per the new order. He also noted that the event planning is fluid and subject to change based on new guidance from the city. He requested that Board members keep an eye out for an email regarding any possible changes to the event.

Murray also reminded Board members of the events taking place in September: the Mums Sale, Dumpster Day, and Neighborhood Night Out.

### New Business

Next, Bader discussed the 2022 Board candidates and election procedures. She

noted that the following individuals are candidates:

- Alison Baker;
- Alex DeMasi;
- Maureen Hardy;
- B. Michael McFarland;
- Richard Murray;
- Amanda Rhodes;
- Drew Rogers; and
- Gaye Tillotson.

She further noted Murray has indicated he is willing to serve as President; Rhodes has indicated she is willing to serve as Vice President; Tillotson has indicated she is willing to serve as Treasurer; and DeMasi has indicated he is willing to serve as Secretary.

Bader noted that per the Bylaws and past practices, each 2022 member will receive a ballot. She further noted that a single vote is required to be on the Board.

Murray thanked both Bader and Becky Schubkegel for their service to the Board and support of the WPHA. He thanked Bader for her leadership and for continuing her work with the Beautification Committee and Harvesters Food Drive in the upcoming year. He further thanked Schubkegel for continuing her work as the Volunteer Coordinator in the upcoming year.

Next, Bader discussed the proposed Record Keeping Policy (the "Policy"), which was provided via email prior to the meeting. She noted that the formulation of the Policy was driven by the desire to have guidance on how to handle information. She further noted that in the past, nothing was centralized and it was difficult to find information and records. Bader stated that the Policy has been reviewed and approved by the Executive Committee.

She then opened the floor to discussion the Policy. Schubkegel requested clarification as to whether physical copies must be produced of project/event materials. Bader responded that with respect to project/event materials, chairpersons will be encouraged to electronic records so that they can be easily passed on to the next chairperson. She clarified that if there is an electronic record then there is no need to create a physical copy.

Thurman inquired as to the storage of physical copies. Bader responded that physical copies of any records can be stored in the Board's storage facility. She noted that it is important that more than one person has access to any physical copy, so the purpose of the Policy is to discourage Board members from storing records at their personal homes. After some additional discussion, Bader moved to have the Board adopt the Policy, and Murray seconded. The Policy was unanimously approved.

Next, Secretary Amanda Rhodes discussed the revisions to the Bylaws, which were provided via email prior to the meeting. She noted that the proposed revisions were fairly straightforward. The first change is that any expenditure that is not a current budget item or exceeds a current budget item must be submitted in writing to the Executive Committee. Currently, the request may also be made in person. Rhodes noted that requiring the request to be made in writing promotes adequate record keeping and efficiency. The second change is that the Executive Committee has been added to the list of permanent committees. Rhodes reminded Board members that the Executive Committee consists of the President, Vice President, Treasurer, and Secretary. After some additional discussion, Rhodes moved to have the Board adopt the revised Bylaws, and Bader seconded. The revised Bylaws were unanimously approved.

Meeting adjourned at 7:38 pm.

*Minutes submitted by Amanda Rhodes.*