

WARD PARKWAY HOMES ASSOCIATION BOARD MEETING MINUTES

March 3, 2020

Waldo Area Business Association
7222 Wornall Rd., Kansas City, MO 64114

Board members present: President Nancy Bader, Vice President Richard Murray, Treasurer Gaye Tillotson, Secretary Amanda Rhodes, Jim Anderson, B. Michael McFarland (via telephone), Alison Baker (via telephone prior to arrival)

Board members absent: Maureen Hardy

Other attendees: 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 February 4, 2020 Ward Parkway Homes Association (“WPHA”) Board meeting were reviewed. President Nancy Bader moved to approve the minutes and Vice President Richard Murray seconded. The February 4, 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 \$8,406.89 (229 homes) and Security Patrol dues paid to date are \$9,960.00 (167 homes). Total income over expenses for Fiscal Year 2019-2020 currently stands at \$8,510.82.

Tillotson noted that she received four checks in the last week for full Platinum memberships. Bader asked whether these memberships are new residents. Jim Anderson responded that he compared the names to the current roster and the names are on the roster, so it appears that they are not new residents to the neighborhood. One home has been vacant for the past few years. Bader noted that it appears we are reaching existing residents. Anderson said that he will make sure the new members receive a welcome kit. Bader thanked Anderson for his work on outreach to new residents.

With respect to software, Tillotson stated that she has selected Quicken but has not yet ordered the software.

B. Michael McFarland next discussed the budget allotted to the Communications Committee and a proposed upcoming flyer. McFarland noted that the Communications Committee budget provides for four flyers in the 2019-2020 Fiscal Year. He proposed distribution of two flyers: one with Easter Egg Hunt, Mid-Year Membership Drive, and Long-Time Resident Appreciation information and one promoting Members-Only Events (Dumpster Day, Hawaiian Ice Truck, Thirsty Thursdays (not exclusively members only, but members will receive an extra ticket)). Drafts of the flyers were distributed to the Board via email prior to the meeting. In particular, McFarland noted that the flyer will be a good way to elicit information from long-time residents who may not be online. If the flyers are stapled together, the cost of distribution is the same as if distributing one flyer. However, the print cost will reflect two flyers.

Murray concurred with McFarland's point that older residents may not be looking at the various WPHA online communications. He inquired as to whether these residents will also use the Dumpster Day event. Tillotson noted that in the past, all residents have participated in Dumpster Day and that it would be worthwhile to communicate to those not online. McFarland also noted that delivering the Members-Only Events flyer along with the Mid-Year Membership Drive information may encourage additional residents to join.

Bader discussed her concern about some of the event dates being far in advance and perhaps the flyers will not be as useful. However, she also noted that many people like to have a physical flyer to serve as a reminder. Murray stated that these events were also on the WPHA calendar delivered to members in the winter.

McFarland noted that if the Board decides to wait to deliver the Members-Only Events flyer, then it will pay the full fee for distribution. Bader noted that she is in favor of distribution of the Members-Only Events flyer along with the Easter Egg Hunt, Mid-Year Membership Drive, and Long-Time Resident Appreciation flyer. Murray concurred, and no Board members expressed opposition.

Murray stated that he will send edits to McFarland and the locations will remain "to be determined". Bader stated that she will contact Ward Parkway Presbyterian Church ("WPPC") tomorrow morning to inquire about using the parking lot for Dumpster Day. Bader noted that no hazardous materials will be accepted at Dumpster Day and inquired as to whether additional language is necessary to make clear what is accepted and what is not accepted. McFarland noted that the flyer can include any limitations.

Alison Baker called in at 7:18 pm.

Linetta Thurman inquired as to whether residents will be able to dispose of yard waste at Dumpster Day. Murray responded that the budget provides for a yard waste dumpster. Murray will confirm the types of dumpsters prior to finalizing the flyer, as there are different dumpsters available for different materials.

Bader discussed whether there should be a limit on the number/type of bulky items or yard waste and whether to provide for hazardous waste disposal. Baker noted that the WPHA has provided for hazardous waste disposal in the past, but it must be public (i.e., accessible to non-residents) and it is more expensive and difficult to coordinate. She recommended that the forthcoming Dumpster Day provide for bulky item disposal and not yard waste. Anderson noted that there is a city pick-up of yard waste in early April, and that there not be much demand for yard waste disposal in May. He also noted that this Dumpster Day will set a precedent, so whatever disposal is provided this year will be expected in subsequent years.

Tillotson inquired as to whether the WPHA should also consider construction items as the city will not take construction items with its scheduled bulky item pick-ups. Thurman concurred that accepting construction items will be worthwhile for residents. Anderson suggested a dumpster for bulky items and another for construction items.

Baker asked whether there should be a limit on bulky items. She noted that the WPHA stopped providing for bulky item disposal when the city was providing monthly curbside pick-ups. With respect to construction items, she asked whether the WPHA could partner with ReStore to recycle the items instead of disposing of them. Bader responded that construction seems to be the most difficult trash to dispose of in Kansas City, and most debris seems to be such a small amount that it is not worth recycling.

Next, Bader inquired as to how much information McFarland needed to finalize the Dumpster Day information the flyer. Murray noted that at this point, the Board needs to determine what type of dumpsters to provide (bulky item, construction items, and/or yard waste). The company will provide the specific terms for the dumpsters (i.e., what specifically can be disposed of in each), and that aspect is likely non-negotiable.

McFarland noted that if residents show up later to Dumpster Day and the dumpsters are full, that is on the residents and not the WPHA. The flyer should advertise that when the dumpsters are full, no additional waste will be accepted. In other words, first-come, first-served. Baker suggested limiting the bulky item dumpster to two items, that way a resident who is cleaning out a house cannot fill a dumpster themselves. McFarland suggested that since this is the first Dumpster Day in several years there be no limit on the number of bulky items and the Board can learn and assess the demand for future events.

Baker inquired as to whether the WPHA will provide volunteers to lift heavier items. Murray noted that these are open dumpsters and residents can carry and walk items in. He further noted that the Board can advertise specific rules closer to the event date, as no one will take note of the details this far in advance of the actual event.

After discussion, Bader noted that the flyer will note that the bulky items and construction items will be accepted at Dumpster Day and additional restrictions will be announced later. McFarland suggested that the flyer include language directing residents to check the WPHA website/Facebook/Nextdoor regarding additional limitations on materials. Bader inquired as to the time of the event. Murray responded that it will be similar to the recent Mums Sale: 10 am – 1 pm, or until the dumpsters are full. Bader also inquired as to the time for the Hawaiian Ice Truck. Murray noted that he will determine a time and finalize prior to printing of the flyer.

Next, Murray discussed the Long-Time Resident Appreciation information on the flyer and whether it should be limited to those residents who have lived in the neighborhood for 25 years or more. Baker asked how many residents fit in that category. Bader noted that there are several residents who have lived in the WPHA for 25 or more years just on her block alone. Bader further stated that since the WPHA does not have a database it is difficult to ascertain a true number, however that is the purpose of the call for responses. She also noted that 25 years seems to be a more reasonable number than 20 years, because she is concerned that the WPHA includes a lot of residents of 20 years and the Board would be overwhelmed during the event. Bader asked if there were any objections to setting the threshold for Long-Time Resident Appreciation at 25 years. No Board members objected.

Thurman and Anderson then reported on Security Committee activity. Thurman noted that she and Anderson attended the recent Community Policing Action Cooperative (“CPAC”) and Waldo Area Business Association (“WABA”) Safety meetings. Thurman stated that

Anderson will be the chair of the Security Committee going forward and she will remain as a volunteer.

Bader noted that she sees two primary purposes of the Security Committee for the 2019-2020 Fiscal Year. First, reaching out to new residents and encouraging security patrol participation. Second, establishing a point person with Sergeant Sebastien Hanriot and providing clear communication to residents.

Baker suggested that the Security Committee talk to Sergeant Hanriot to plan patrol times around events. For example, officers can drive by outdoor events. Murray concurred and suggested extending an invite to the Easter Egg Hunt and Fourth of July Picnic, so that the officers can get the dates on their calendar. Bader inquired as to whether officers should be invited to Long-Time Resident Appreciation. McFarland suggested the Board extend an invite, as their presence will always be noted by residents. Thurman stated that she will provide Sergeant Hanriot with the WPHA calendar, note the most important events, and request their attendance.

Next, Murray reported on Membership Committee activity, which was provided via email prior to the meeting. Murray noted that there is a correction to the start date for the Mid-Year Membership Drive. The 2020 Mid-Year Membership Drive will begin on February 24, 2020, and not March 24, 2020 (as provided in the report circulated via email). Tillotson stated that the WPHA should emphasize that this promotion is only for 2019-2020 Fiscal Year dues. Bader concurred and suggested language be emphasized on the flyer.

Baker arrived at 7:44 pm.

Murray then discussed community outreach. He noted that he and Bader met with the pastor at Keystone United Methodist Church ("Keystone"). WPHA may use the coffee shop for a small fee of \$25. Baker stated that there were some accessibility concerns in the past. Murray responded that WPHA will provide ushers for events such as Long-Time Resident Appreciation. Murray noted he and Bader also had a productive meeting with the principal at Hale Cook Elementary ("Hale Cook"). WPHA has been given permission to use the full grounds for the Fourth of July picnic. Additionally, Murray will explore volunteer opportunities for residents with the Hale Cook garden, orchard, butterfly garden, etc. Murray noted that the WPHA will meet with the new Parent-Teacher Association next year when the school year starts. Baker reported that the Hale Cook trivia night was a success. The WPHA logo was prominently placed and the WPHA's sponsorship was mentioned. Finally, Murray noted that he and Bader also met with the interim pastor at WPPC and had a productive meeting. Murray, Bader, and McFarland have been added to the email list for all three organizations, and all three organizations have been added to the WPHA email list. This will encourage communication between the WPHA and these organizations.

Next, Bader informed the Board that the Beautification Committee did not have a report for this meeting.

McFarland then reported on Communications Committee activity. He summarized the content of the flyers that were previously discussed. McFarland noted that he emailed a draft of the monthly newsletter to the Board for review. He requested that Board members

respond by this Thursday for distribution on Friday. Finally, McFarland noted that a letter has been drafted regarding the Mid-Year Membership Drive to send to homes that paid for a membership last year who have not yet paid for a membership this year. Baker requested that a draft of the letter be passed around for review. Murray noted that approximately 70 homes paid for a membership last year and have not renewed their membership for the 2019-2020 Fiscal Year. The purpose of the letter is to confirm whether those homes intended to not renew their memberships or residents have moved, etc. Murray stated that he will stuff and mail the letters himself since the mailing will only go to 70 homes.

McFarland noted that he recently met with Julie Wittman, prior Communications Committee chairperson, to receive training on WPHA website management. He stated that he is adding past minutes to the website and slowly adding events to the website calendar.

Next, Bader requested updates on recent and upcoming events. Murray provided an evaluation of the Polar Bear Pub Crawl. He noted that the event was a resounding success. Approximately 25-30 people attended the event, with some coming and going throughout. Murray noted that four residents attended who had not been to a WPHA event in years. Those in attendance stated that they really appreciated this event and enjoyed the wide age range of attendees. Murray noted that given this was the first Polar Bear Pub Crawl, he learned a lot and will revamp for next year. Specifically, he noted that the event went long and will suggest the event remain in one spot next year. Bader stated that the nice weather likely contributed to the success of the event.

Amanda Rhodes then discussed the upcoming Easter Egg Hunt. She noted that many supplies have already been purchased and she and Allegra Klossen, the event co-chair, are excited for the updates to the event. Murray noted that he can commit to coordinating seven volunteers to assist with the event. Rhodes stated that she and Klossen will continue to monitor the coronavirus developments in the Kansas City area and hope for good weather on event day. Baker noted that one year the event was held on a third date due to weather postponements.

Bader provided an update on the Harvesters Food Drive. She noted that 32 people have committed to volunteer for the event, which will help in drop-off and pick-up from the 43 residential blocks in the neighborhood. Bader is still encouraging more residents to get involved and stated she has more volunteers for drop-off than pick-up at this time. There will also be collection boxes at Keystone and WABA. Bader will reach out to other neighborhood organizations and inquire about a collection box being placed on their property. Anderson inquired as to whether the Harvesters Food Drive should be included on the flyers. Bader responded that the paper bags dropped off at homes will serve as the flyer. She noted that a volunteer who is a teacher has committed students to assist with stapling and offered to print the flyer attached to each bag. Bader also noted that she will reach out to the Prairie Village Hy-Vee to inquire about a donation of paper grocery bags like last year. Thurman suggested that if Hy-Vee cannot provide a donation that Bader reach out to Cosentino's in Brookside.

New Business

Bader inquired as to thoughts on the remote access for Board members. Baker responded that there was a fishbowl effect and it was difficult to hear those seated far from the phone.

McFarland responded that he can hear most speakers fairly well. Bader noted that the WABA phone is a single line and only one person can call in, so she will explore other options to allow for more participation via telephone. McFarland stated that if a laptop can be hooked up to the conference room television, the WPHA can use a Zoom account to facilitate additional participation. Bader noted this will require the purchase of a microphone for the laptop, which she will explore further.

Next, Murray briefly discussed the Strategic Plan Timeline. He noted that he will update the timeline as items are completed. Murray requested that if a Board member has feedback on a particular timeline, send that feedback to Murray via email and he will make any necessary adjustments.

Murray then discussed a request by Ward Parkway Preschool, which is the preschool associated with WPPC. Ward Parkway Preschool has requested a listing on the WPHA website. Murray noted that Ward Parkway Preschool is affiliated with WPPC and is a religious institution. Tillotson stated that in the past if an entity is not trying to sell something, the WPHA has not been concerned with providing information about the entity to residents. Thurman stated that many churches have preschools, and the WPHA providing information about a neighborhood preschool is different than promoting a prayer event or something similar. McFarland concurred and noted that the purpose of a listing on the website is to educate the neighborhood. In this situation, the WPHA would simply be providing information to its residents. The parents can choose whether to send their children to Ward Parkway Preschool and it is not within the purview of the Board to judge the program or its religious nature. McFarland noted that the WPHA should also provide information regarding any not-for-profit school located within the WPHA boundary, if so requested. Baker concurred and noted that it is key that the WPHA treat similar not-for-profit entities (e.g., daycares) in a similar way. Murray will respond to the request and notify the Ward Parkway Preschool that the WPHA will add a link to its website on the WPHA website.

Next, Bader noted that she, Murray, and Anderson attended the Kansas City Public Budget meeting held earlier in the day. She stated that it was very well attended and participation by the community was high. There were no opportunities to interact with council members directly. Bader and Murray also attended the Waldo Community Improvement District ("CID") Land Use open house. Bader noted that it did not include any definitive information on what WABA will do with the funds from the CID.

Baker then stated that she is exploring a discount card with the assistance of WPHA volunteer Laura Lavallee. Bader inquired as to whether the discount card would be effective for the 2020-2021 Fiscal Year. Baker responded that one idea is to distribute as a membership perk in October (to those who pay 2020-21 Fiscal Year dues) and make it a 14-month card so that it expires in December 2021. She will provide additional information at upcoming meetings.

Meeting adjourned at 8:36 pm.

Minutes submitted by Amanda Rhodes.