

WARD PARKWAY HOMES ASSOCIATION BOARD MEETING MINUTES

July 7, 2020

Held via G-Suite conference call*

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

Board members absent: none

Other attendees: Alex DeMasi, Becky Schubkegel, Linetta Thurman

Meeting was called to order at 7:04 pm by President Nancy Bader. A quorum was present.

Guest Introductions: none

Minutes from the June 2, 2020 Ward Parkway Homes Association (“WPHA”) Board meeting were reviewed. Bader moved to approve the minutes and Vice President Richard Murray seconded. The June 2, 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 \$9,400.44 (264 homes) and Security Patrol dues paid to date are \$11,700.00 (197 homes). Total income over expenses for Fiscal Year 2019-2020 currently stands at \$59.84.

Tillotson noted that there is a slight variation from the financials from last month. She stated that she refunded a few homes that had already paid for membership. Tillotson further noted that Security Patrol had been paid through July 4th.

Bader drew the Board’s attention to the fact that the Board will be operating from a deficit as it approaches the new fiscal year. Given the restrictions caused by Covid-19, this is understandable. Bader encouraged the Board to move forward, not let the virus impact activity, stay positive, and continue brainstorming ideas for the neighborhood.

Jim Anderson called in at 7:08 pm. Anderson then reported on Security Committee activity. Anderson recapped the CPAC meeting. He noted that the incidents report on May-June was relatively calm. The Board can be happy and confident with safety of neighborhood. Tillotson then noted that a neighbor recently had a car stolen. Linetta Thurman inquired as to further details and will follow-up with the KCPD.

Alison Baker and Maureen Hardy called in at 7:12 pm.

Murray then reported on Membership Committee activity. With respect to the Fourth of July Picnic, Murray noted that attendance was down, which was not a surprise given Covid-19. Additionally, the food truck served 100 meals, so the minimum was met. Murray stated that he received many thanks from families that attended and extended his thanks to the event planning committee. He further noted that the event came in just over budget, but the Board will be getting a refund on one of the games. The event was over budget due to extra precautions necessitated by Covid-19.

Murray then updated the Board on the Welcome Kits. Distribution of the welcome kits will resume as restrictions have been lifted. Murray and Anderson will determine the logistics and assess inventory. Baker inquired as to whether residents could possibly purchase pint glasses. Murray noted that this would be a potential way to generate revenue and will investigate further.

Next, Murray provided an update on the Neighborhood Night Out and Membership Drive. The intention of the event is to meet needs of the WPHA while maintaining safety for residents. Murray will have a discussion with Tillotson regarding insurance and the flexibility with an outdoor event and he anticipates providing an update at the next Board meeting.

Next, Bader reported on Beautification Committee activity. An email was sent to the Board prior to the meeting regarding the Mums Sale, and Bader apologized for the late email. She noted that she found a new wholesaler and received pricing information earlier today for 8-inch and 13-inch mums. Baker inquired as to whether the Mums Sale could be moved to earlier in the month of September given that mums will be in stores in early September. Bader responded that the event date is up to the Board to decide. However, she noted that she did not check on an earlier date with the wholesaler.

Bader noted that the Board expressed no opposition to event as proposed in her email and no objection to exceeding the budget. Murray reminded the Board that this is a profit-generating event. B. Michael McFarland inquired as to whether residents will be able to pre-order. Bader suggested that there be no pre-orders due to logistics but will visit with McFarland to discuss further. Bader requested that Board members contact her via email with additional thoughts or questions on the Mums Sale.

McFarland then reported on Communications Committee activity, which was provided to the Board via email prior to the meeting. McFarland noted that the membership mailing will be going out at the end of August or beginning of September. He requested that Board members respond to his email regarding the review of last year's mailing and the 2018 survey by July 15th so that comments and suggestions can be reviewed, a final copy can be sent to the printer and then prepared to mail.

Murray inquired as to whether Baker could handle the mail merge on the spreadsheet for mailing. Baker responded that she can get the information to Ron for mailing. She will need 10 days before final copies to complete. McFarland will confirm dates with Bader and then follow-up with Baker.

Next, Bader requested updates on upcoming events. Murray provided an update on the Hawaiian Ice Truck. He noted that the cost will be \$120-150. He inquired as to whether the Board is comfortable with this expense for an August event. No Board members expressed concerns with the event. Murray stated that the event will follow social distancing guidelines. Murray will follow-up with the Board regarding scheduling.

Bader then provided an update on the Harvesters Food Drive. Bader indicated that she intends to cancel the event for this year because it relies on volunteers picking up items from homes and making physical contact with various items. She noted that the Harvesters

website encourages people to donate money. Baker suggested that the Board consider pairing a donation drive with another event. Bader noted that is a great idea and suggested Neighborhood Night Out. Bader stated the next newsletter will include a link to Harvesters and she will explore combining a drive with an already scheduled event.

New Business

Alex DeMasi reported on the recent Public Improvements Advisory Committee (“PIAC”) meeting. He noted that PIAC is accepting proposals until August 31st. The first half of the PIAC meeting focused on the GoKC sidewalk program started in 2017. It is anticipated that GoKC work in our neighborhood will begin in 2021. However, if there are pressing issues, the WPHA can submit a PIAC request by August 31st. Bader inquired as to whether it was feasible that the WPHA submit a request by that date. DeMasi noted that there is a standard form available on the website. He recommended that someone directly impacted by the project (i.e. resident of the street) attend the meeting. He stated that the next meeting is scheduled for August 17th and the hope is to find a large enough space to accommodate in-person attendance. Bader noted that she and DeMasi have discussed one street in particular and will discuss further after the meeting with Anderson and Thurman.

DeMasi also reported on the recent street closures due to Covid-19. He sent an email to Public Works and requested information on how the city evaluated applications. The city referred him to its website. He inquired further via email and the city has yet to respond. However, DeMasi noted that the city will take complaints through 311 and the Open Streets permits end on August 15th or whenever the state of emergency ends, whichever is earlier.

Next, Bader discussed the upcoming Annual Meeting in October. She noted that the By-laws currently require an in-person meeting for voting and stated that the most logical place is Keystone United Methodist Church, which provides a large enough space for social distancing. Baker inquired as to whether the Board meeting could be in-person but the voting be virtual so that members do not need to attend to vote. Bader responded that the By-laws currently require that the Board members be elected by closed paper ballot. However, she noted that there are several ways to approach this unique situation and she does not intend to jeopardize the safety of the members. Baker further inquired as to whether the WPHA could provide for voting by mail. Bader noted that is a possibility. Bader stated that she and Secretary Amanda Rhodes will review the By-laws and further discuss how to provide for a safe election in light of Covid-19.

Meeting adjourned at 8:23 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.**