



## WHITE MOUNTAIN LAKE COMMUNITY ASSOCIATION

### NOTICE OF MONTHLY MEETING

Date: 1/15/26 Time: 6:00 PM

Location: 1785 Edmonds Circle, Show Low 85901

### Minutes

1. **Call to Order**-*The meeting was called to order at 6:02 by President, Mindy Zapata.*
2. **Roll Call & Confirmation of Quorum:** *Roll call occurred. All executive members present, confirming quorum.*
3. **Pledge of Allegiance**-*Occurred.*
4. **Approval of 12/16/25 Minutes- Action:** *December 16, 2025, were reviewed. Phyllis Schaeffer motioned to approve December 16, 2025, minutes, the motion was seconded by Vicki Russell. Motion carried.*
5. **Discussion and possible action**
  - **Vacant Secretary Position:** *Members were invited to express interest in the vacant Executive Position-Secretary. No members present were interested in running for the vacant position. Mindy Zapata invited members to share with the larger community the opportunity to serve as a member of the Executive team as secretary. This position vacancy will be reviewed at the February 2026 meeting.*
6. **Discussion and possible action Financial Report/ Financial Actions**
  - **2026 Budget and Financial Plan:** *The outcome of the Finance-Budget Study Session meeting that occurred on 1/10/26 was discussed. occurred. The recommendation that came from the Study session regarding the adoption of the 2026 budget was discussed. Action: Debi Bismarck motioned to approve the WMLCA 2026 Budget, the motion was seconded by Phyllis Schaeffer. Motion carried.*
  - **January Financial Report:** *Treasurer Vicki Russell presented the Profit and Loss Report dated from the prior WMLCA Regular Meeting 12/16/25-1/7/26. This report was requested to be tabled to the next the February Regular WMLCA Meeting to provide a full January Financial Report to the membership. Item was tabled by Mindy Zapata to be presented in February.*
  - **IRS Electronic Filing:** *Mindy Zapata reported to the committee that there has been a pattern of late tax payments by the WMLCA. To proactively accomplish timely and compliant IRS reporting and payments, a recommendation to move to allow our accounting firm to submit electronic IRS tax forms and payments. Action: Debi Bismarck motioned to approve the WMLCA 2026 Budget, the motion was seconded by Phyllis Schaeffer. Motion carried.*
  - **Proposed/ Pending Purchases:**
    - Post Office Supplies-up to \$50
    - Food Pantry Supplies-up to \$25

The proposed January purchases were discussed. **Action:** Phyllis Schaeffer motioned to approve the proposed January purchases, the motion was seconded by Vicki Russell. Motion carried.

- **Cleaning Contract Extension:** Mindy Zapata shared that the Cleaning Contract for the Community Center will be put up for competitive bid in February-March.
- **United Food Bank Contract Extension-Debbie Bismark, Vice President:** Debi Bismarck shared that she would provide the renewal Contract between the WMLCA and the United Food Bank to Mindy Zapata by 1/26/26 for review and signature for the WMLCA Food Pantry's 2026 community service activities.

**7. Discussion and possible action WMLCA Bylaws and Policy and Procedures update:**

- Membership Notice Period December 12, 2025-January 12, 2026, has concluded.
- Bylaw and Policy and Procedures Recommendation have been integrated into the final documents.
- Two members requested electronic copies of the final documents. Mindy Zapata indicated that she would email those documents to the members who requested them.
- Vote for Adoption of By-Laws/ Policy & Procedures: Regular Meeting February 19, 2026, by the Executive Team.

**8. Announcements:**

- **WMLCA Membership application follow up:** Mindy Zapata shared the updated WMLCA membership form for 2026 and encouraged members to engage others in the White Mountain Lake community to join the association.
- **WMLCA Website Update-Goal to have a live website 2/19/26:** Mindy Zapata shared that the website for the WMLCA is in development and that a preview will be provided to membership on 2/19/26 at the regular membership meeting.
- **WMLCA Planned Community Events 2026:** Planned events for the community to occur in 2026 were discussed and recommendations from membership were noted.
- **WMLCA Human Resource Handbook:** The WML Post Office Handbook has been created and provided to the WML Post Office team.
- **Food Pantry Reminders:** The WMLCA Food Pantry will operate for the public Tuesday 4-5:30 during the month of January.

**9. Public Comment:**

- **Posting Notices of Sex Offenders in the Community:** There was a suggestion and discussion to post notices for community safety. The public discussion highlighted that these notices are posted in the WML Post Office for public safety.
- **Cost Effective Solar Cameras:** A member highlighted the type of solar security camera that they utilize in an effort to offer a suggestion for the WML Post Office &/or Community Center.

**10. Adjournment:** Mindy Zapata asked for a motion to adjourn the meeting. **Action:** Debi Bismarck motioned to adjourn the meeting the motion was seconded by Phyllis Schaeffer. Motion carried. The Meeting was adjourned at 7:20 PM



	Month 2026	Event	Community Member Focus
1	April 2026	Easter-Spring Fling Event	WMLC children birth-age 12 and their families
2	May 2026	Community Clean up Event	All WMLC members
3	June 2026 6/13/26 tentative date	1 <sup>st</sup> Annual White Mountain Lake Day-Flag Day Celebration	All WMLC members
4	July 2026 Tentative joint event at the Lake with WMLRD	Fourth of July Celebration	All WMLC members
5	October 2026	Trunk or Treat	WMCLC children birth-age 12 and their families
7	November 2026	Community Clean up Event	All WMLC members
8	December 2026	Breakfast with Santa Event	WMLC children birth-age 12 and their families
9	Quarterly Teen Nights	spring summer fall winter	WMLC teens-ages 13-17
10	Quarterly Community Connections	spring summer fall winter	Adults-focused events- examples: donuts and coffee, chips and salsa, game nights, other community member recommendations