



Board of Directors Meeting Minutes

June 4, 2026

Present

Qianna Decker (via Zoom), Dana DeLuca, Zach Ehmann, Steve Glista, Valerie Leith, Lynn Lupini, Wilson Xu (via Zoom)

Absent Lanny Potts, Jim Ratliff, Craig Vaughan

Call to Order

The meeting was called to order at 5:48 pm by Valerie Leith, Board Vice President.

Approval of Agenda

The agenda was approved with one change: the National Night Out sponsorship discussion was moved to earlier in the meeting, before the financial report.

Approval of Previous Minutes (May 7, 2026)

The May 7 Meeting Minutes were approved unanimously.

Guest Speaker

Lynn McFarlane, Media Relations and Community Outreach Partner at Milestone Senior Services, presented information about their Home Repair and Accessibility Program. The program oversees the installation of exterior ramps, stairs, interior ramps, grab bars, smoke detectors, railings, walker steps, and other home safety improvements. Lynn noted that Milestone serves Kalamazoo and Calhoun Counties and offers both grant-supported and private-pay options. Volunteers help reduce costs for private-pay projects. She also shared information about Meals on Wheels and the pet food program for Meals on Wheels clients. Board members discussed how WHNA could help connect neighbors, especially older adults or people with accessibility needs, to Milestone resources. WHNA may share the information about Milestone's Home Repair and Accessibility Program in a future e-newsletter.

Financial Report

Craig was not present, but the financial report had been emailed to the board prior to the meeting. No formal finance discussion was held. It was noted that the \$5,000 check from the anonymous donor was received and is currently with Steve, as it was sent to his former work address by the Kalamazoo Community Foundation.

National Night Out Sponsorship Discussion

Qianna shared that her nephew, who owns a landscaping business outside the neighborhood, offered a \$250 sponsorship and asked whether he could have a promotional table at National Night Out. The board discussed whether sponsor/vendor tables should be allowed, especially for businesses outside the neighborhood. Concerns included mission creep, keeping the event focused on neighborhood connection, fairness to sponsors, and whether WHNA should provide tables. No final policy decision was made. Qianna withdrew her motion. The board generally agreed that this should be addressed more fully by the National Night Out committee, either for this year or in planning for the 2027 event.

National Night Out Update: Classic Car Showcase

Dana proposed adding a small classic car showcase to National Night Out, with approximately 4–6 antique or classic cars parked at Crane Park as an added attraction for neighbors and families. **Motion:** Dana moved to add a small classic car showcase to National Night Out to increase attendance, encourage neighbor interaction, and provide an activity that appeals to multiple generations. **Motion approved unanimously.** Dana will follow up with classic car owners to extend an invitation and lock them in.

Neighborhood Plan Update

Steve reported that the planning group has discussed the upcoming resident input meetings at Midtown Fresh. The first meeting is scheduled for June 10 at 6 pm, then June 16 and June 22 thereafter. The planning group will review the e-newsletter language describing the meetings to make sure it aligns with the feedback being requested from neighbors. Valerie and Steve will provide edits to Wilson by Sunday, June 7.

Oakland Drive/Winchell Neighborhood Association (ODWNA) Annual Meeting Report

Lynn shared observations from attending the Oakland Drive/Winchell Neighborhood Association's annual meeting. Their event was held outdoors and had a block-party feel, including cars, flags, a fire truck, food, and a short neighborhood association presentation. The board discussed whether WHNA might consider holding its annual meeting outdoors in the future or making it more event oriented.

WHNA Sign Update

Dana reported that Steve approached Consort to review the WHNA sign project but declined installation work. They indicated they might be able to make components but not complete the full installation. SignWriter remains the current option. Steve noted that Consort's feedback helped validate that the SignWriter quote appears reasonable. Dana plans to pursue possible funding through the Kalamazoo Community Foundation by the end of August and will also look into the Irving S. Gilmore Foundation opportunity shared by Jim at the May Board Meeting.

Mid-Year Annual Appeal

Dana reported that the mid-year annual appeal is at the printer. She approved the letter, mailing envelope, and return envelope. The mailing is expected to go out around June 15 (or possibly earlier) to approximately 1,500 households in the Westnedge Hill neighborhood. The board agreed to wait and see the results of the appeal before pursuing additional fundraising for the sign.

Little Free Library Update

Wilson reported that the main remaining challenge is obtaining an estimate for the concrete pad. He will begin contacting local contractors and plans to report back next month with an updated total project estimate, including the library design, landscaping, and concrete.

Summer e-newsletter

Wilson reviewed the draft of the summer e-newsletter scheduled to be sent out next week.

Topics include:

- *Imagine Westnedge Hill neighborhood plan meetings
- National Night Out promotion and volunteer needs
- Sponsorship opportunity link
- Neighborhood cleanup recap
- Garage sale recap
- “Pets of the Hill” feature
- Mug exchange
- Bike rack at Kleinstuck
- Bike Bus recap
- Kazoo Cream mural feature
- Volunteer and donation links

*The planning group will review and edit the neighborhood plan meeting language before publication.

Board Meeting Process

Valerie raised the need for a clearer agenda process, particularly during the summer months as vacation schedules heat up. The board discussed sending a draft agenda one week before each meeting, setting a deadline for additions or edits, and confirming Board meeting attendance in advance to ensure quorum for votes at the Board Meetings.

Soapbox Derby

Wilson noted that Michael Harrison has not followed up regarding his soapbox derby proposal, so the board will not pursue it any further at this time.

Adjournment

The meeting was adjourned at 6:53 p.m. by Valerie Leith, Vice President.

[The next meeting will be held on Thursday, July 2 at 5:45 pm at the YMCA on Maple Street.](#)

Minutes presented by Dana DeLuca, Secretary