

**WHISPERING LAKES ESTATES  
HOA BOARD MEETING MINUTES  
FIRESTATION #20 2255 S GREENWICH ROAD, WICHITA, KS 67207**

**Tuesday 11/21/2023**

**Call Meeting to Order**

Meeting was called to order at 6:50

Introductions:

**Board Members Present:** Sara Shaw- President; Stephanie Salsbury- Vice President; Juanita Norton– Treasurer; Matt Tener- Secretary; Arwa Armstrong - Member at Large; Lynn Mowder- Member at Large

**Board Members Absent:** None

**Other Attendees:** Tony McMahon, Gary Fisher, Louis Archulleta, Corey Beckendorf, Wade Brodin, Jeff Hill, Larissa and Wyatt Disque, Randy Loy, Dale Henley, Daniel McConnaughey, Vickie Pickering, John Sa, Nikki Shirley

**Guests:** Ciara Shaw – HOA Management Services

**Approval of Agenda:** Friendly amendment to remove item 4 of financial review due to being covered at annual meeting along with addition of adding committees under new business. Additionally, changing item 6.b from “HOA Management Contract” to “HOA Management”. A motion was made by Stephanie and seconded by Juanita for the changes with all board members voting in favor.

**Approval of Previous Meeting Minutes:** A motion was made by Stephanie to add additional names of members present at October meeting to the minutes which was seconded by Lynn. All voted in favor, and none opposed. An additional motion was made to approve minutes by Stephanie and seconded by Lynn with all in favor and none opposed.

**Financial Review:** Covered in Annual and removed line item with agenda change referenced above.

**Committee Reports**

Welcoming Committee- Nikki Shirley reported that our neighborhood has 3 new people. Trinny Le, Carrie Ekrut, Sally and Jim Partridge. Welcome to our community!

Pool Committee- Stephanie Salsbury reported that the committee needs new members due to exhaustion. There has been a large increase in pool users and not enough coverage by the pool contractor to keep up with demand. The committee needs someone to act as chairman, individuals

to attend to daily operations to verify the chemical levels are checked daily as well as the pool being quickly cleaned. Vicki Pickering brought up the option of summer employment for a teen in our neighborhood which was received favorably, provided they are 16 years of age to handle the chemicals. Other items needed are verification that soap is on hand and the first aid kit is stocked. Fortunately, there are plenty of avenues to secure chemicals to offset costs of additional pool usage. However, our sprinkler box needs to be relocated to outside the chemical storage area due to damage from exposure. The typical workday commitment for a member of the pool team is between 30 Minutes to 2 hours daily depending on the situation.

Community Involvement- Currently Arwa Armstrong makes up the entire show for community involvement, so any volunteers are welcome! There is a plan to create a mini library at the pond for kids to exchange books and any spare building materials are appreciated to make it possible.

Grounds Committee- With no individuals willing to participate on the grounds committee, Lynn Mowder is willing to help although there are two areas of focus. One segment includes further work on researching what engineering is required for water retention in the west ponds along with an eye on erosion control.

### **Old Business-**

**Review the Vote on Mowing Contract-** The board has accepted the bid from Dragonfly for the 2024 mowing year.

**HOA Management** –21 Nov 2023, HOA Management Services notified the board that the contract was terminated. Work was being made to pursue fixed pricing however, Rodney was seeking a termination notice for the end of November. The board would like to continue the contract until the end of December in order to ensure end of year due tax issues like 1099s and other areas are handled prior to contract termination. An additional area of concern is records management, which must be carefully handled. Rodney is out of the office until the 27<sup>th</sup> of November. Not many options are available on short notice and a board meeting is to be conducted in December to decide. Stephanie made a motion to honor the contract and not waiving the 30 days and possibly extending to the end of December which was seconded by Lynn. All in favor and none opposed.

**Review 2024 Budget and Approve-** Juanita provided an overview of the proposed budget. The additional budget information has been provided during board meetings for the last 3 months. There are no tremendous changes outside of the modification removing HOA Management Services and the increase of dues to \$572 per lot with trash and that same amount minus trash fees for homes with additional lots. If no HOA management contract is created, the amount allocated to that service will be reallocated in the areas of legal service, postage, printing, office supplies and a

storage unit for one year. In addition to those changes, there is also an increase in the community trash service fee and \$9100 distributed to long-term planning. Nikki asked if we could wait to vote on a budget in December when we have clarity regarding any CPA costs or the ability for HOA Management Services to provide a bookkeeping service. The vote on the budget will be delayed until the December meeting when more information is available.

**New Business** – Next Board Meeting will be conducted 19 December via Zoom while the incoming board first meeting is planned for 16 January 2024.

**Open Floor to Residents-**

Nikki Shirley and Vickie Pickering have an established relationship with senior members of HOA Management Services and are willing to meet in order to reach an agreement. The intended goal is finding a balance between termination and preparation.

Lynn Mowder has 144 decorative hats for fence posts for anyone interested!

**Executive Session:** Executive session began at 7:49 and concluded at 7:57.

**New Business Following Executive Session:** Stephanie made a motion to have three signers to establish a relationship with a bank with Juanita, Stephanie, and Sara. Seconded by Juanita with none opposed. Arwa made a motion to add Juanita, Stephanie, and Sara as signers on a new account and seconded by Lynn. All in favor with none opposed.

There is a need for a mailbox or PO box to receive correspondence at 15314 W Woodcreek (swimming pool). Stephanie has placed calls and is awaiting information.

All existing financial institution cards must be cleaned up for ownership and terminated with new cards being issued at the new bank.

**Adjourn:** The meeting was adjourned at 8:05

**Next Meeting:** December 19th, 2023, 6:30 via Zoom.

---

Matt Tener  
Secretary, Board of Directors