

THE WOODS HOMEOWNERS' ASSOCIATION (WHOA)

ANNUAL HOMEOWNERS MEETING MINUTES

Meeting date: June 8, 2024

Hope Community Church, 6687 Hedgesville Road, Hedgesville, WV 25427

Zoom Recording https://whoawv.com/wp-content/uploads/2024/06/GMT20240608-134604_Recording_1280x720.mp4

Call to order: The Annual Homeowners Meeting was called to order at 10:05 AM; Keith Casper, President, presiding. The meeting was held in person and by virtual broadcast via Zoom.

Members of the Board attending: Keith Casper, Randi DuFresne, Vanessa Griffin, Nancy Pearson, Lucile Sasser, Ken Valcourt, and Randy Wishmyer.

Members of the Board not attending: Tom Hackshaw, John Windle

Guests attending: Dawn Lewis PMP Community Manager, Ed and Rose Thomas PMP Owners. 84 homeowners attended in person and 74 attended via Zoom.

Introductions: The Board members and guests were introduced.

Election Results and Announcements: Dawn Lewis, Community Manger made the following announcements:

Election Ballots were counted by the Election Committee on Monday, June 3rd. Thank you to the members of that committee. Of the 1,273 possible ballots, 698 ballots were returned.

Thank you to all candidates who ran for their willingness to serve on the Board and volunteer their time. In District I Randi DuFresne and Jeff Harding, District II Teddi Segal and Randy Wishmyer, and District III Jay Burks and Greg Tanner.

The election results are as follows.

District I- we received 219 ballots and **Jeff Harding** was elected with 69.4% of the total votes.

District II- we received 213 ballots and **Randy Wishmyer** was re-elected with 66.6% of the total votes.

District III- we received 266 ballots and **Greg Tanner** was elected with 51.5% of the total votes.

The **2025 Election Committee** members are

District I- Lesley Leins

District II- Dorothy Foley

District III- Amber Bey

The **2025 Nominating Committee** members are:

Chair: Vanessa Griffin

Co-Chair: Gregg Tanner

District I- Jeanne Martin

District II- Paul Handwork

District III- Mary Melvin

Approval of Minutes: With 158 attendees both online and in person a quorum was present. Community Member, Liz Dunst made the motion to approve the June 10, 2023, Annual Homeowners Meeting Minutes, Community Member Donna Dean seconded the motion. The homeowners in attendance in person and via Zoom voted. Motion carried by majority agreement.

Homeowners Time:

Questions and comments from the audience both online and in person about lighting, Farmers Market signage, community events, election signage, firework donations, golf course easements to retrieve balls, fencing, covenant enforcement, and community unity . Complete comments are on this link https://whoawv.com/wp-content/uploads/2024/06/GMT20240608-134604_Recording_1280x720.mp4

Adjourned: 10:38 am

Committee Reports Attachments

WHOA Community Management Report

June 1, 2023, to May 31, 2024

Prepared by Dawn Lewis, CMCA, AMS, Community Manager

This report presents an overview of the daily activities, customer service, major projects, and routine maintenance completed by the onsite staff for WHOA. Staff consist of Dawn Lewis, Community Manager ; Stephany Branson, Administrative Assistant; Grant Stotler and Phil Kyne, Maintenance employees. All onsite staff are employees of Property Management People (PMP) who are agents of WHOA contracted to maintain the day-to-day operations under the direction of WHOA Board of Directors.

Administrative and Customer Service

In addition to the normal administrative and customer service duties of answering in person and phone questions, updating the website, preparing documents, support duties to the WHOA Board and Committees, monthly Community Manager reports, quarterly Board Meeting setup, meeting broadcasting and recording, etc., the table reflects additional activities.

| Activity | Total Number |
|--|--------------|
| Community Emails | 123 |
| Community Surveys | 3 |
| Architectural Control Committee Applications | 136 |
| Resale Certificates | 84 |
| Notary Services | 77 |

Draft Prepared by Dawn Lewis, Community Manager 6-11-24

| | |
|--|-----|
| 2023 Covenant Compliance Review notices for compliance issues on individual properties | 497 |
| 2024 Covenant Compliance Review notices for compliance issues on individual properties | 322 |

Building Maintenance Projects

In addition to normal maintenance such as dumpster/yard waste cleaning up, inspections and minor repairs, routine maintenance such as replacing HVAC air filters, etc., the table reflects additional activities.

| Activity | Location |
|--|--|
| Replaced Toilet Tank Parts both bathrooms | WHOA Office |
| Installed replacement door motor, tracks, and rails | WHOA Maintenance Building #2 |
| Inspected, Serviced and/or replaced fire extinguishers | WHOA Office, Maintenance Buildings, and vehicles |
| Replace the sump pump and hardware | WHOA Office |
| Updated ADA compliant Ramp, door platform, railings, handrails, signage, 36' door and levered handle | WHOA Office |
| Replaced bolts and tightened fittings on overhead doors | WHOA Maintenance Building #1 |
| Painted flower boxes | Mt. Lake Mail Kiosk |
| Repaired exhaust van | WHOA Maintenance Building #1 |
| Heat pump/AC unit seasonal inspections, tune up and cleaning | WHOA Office |

Vehicle and Equipment Maintenance Projects

In addition to normal vehicle maintenance of registrations, inspections, brakes, oil changes, wiper replacement, cleaning and vacuuming the table reflects additional repairs:

| Activity | Vehicle or Equipment Description |
|---|--------------------------------------|
| Replaced the battery | WHOA 3 – Nissan Frontier |
| Replaced air filters | Weed eaters and chain saws |
| Sharpened blades | Push Mower, chain saws, and pole saw |
| Adjusted valves and carburetor | Pole saw |
| Replaced parts | Salt Dog Salt Spreader |
| Replaced battery, replaced fluid, inflated tires, inspected and cleaned parts , installed new battery terminals, and electrical system wires and fuses, and replaced one tire | Small Kubota Tractor |
| Installed heavy-duty all-season tires | WHOA 6- Chevy Silverado |
| Replaced side mirror following minor accident | WHOA 6- Chevy Silverado |
| Replaced all four tires and replaced internal tire fluid | Large Kubota M8200 Tractor |
| Replaced glass on gas tank gauge | Maintenance gas tanks |
| Installed new cam and adjusted the motor | Leaf Blower |

Road and Roadside Maintenance

In addition to normal maintenance of mowing and weed eating along the main roads, picking up trash, straightening signage, removing limbs and debris from the roadways, culvert inspections, the table reflects additional maintenance of the roads and roadsides:

| Activity | Description |
|--|---|
| Cleaned drainage culverts as needed | Throughout the community that run under the roads and at the Maintenance yard driveway. On going maintenance. |
| Cut down thistles in the culvert area | Moundbuilder Loop |
| Cut fallen trees blocking the roadway | On multiple occasions on Tuckahoe, The Woods Road, Shawnee, Blizzard, Sherando, Mild Winter, Chief Cornstalk, Cayuga, Walden , Sherando, Onondaga, Monacan, and Susquehanna. |
| Scraped mud and debris from the roadway | The Woods Road, Chief Cornstalk, and Shawnee |
| Installed new road signage | "Children at Play" on Wintercamp and Tomahawk Ridge, "Private Community No Soliciting" on Walden, The Woods Road, Wampum, Wintercamp, Trailblazer intersection, Clubhouse, "Stop Sign" on Lookout, Algonquin, intersection Sherando and The Woods Road. |
| Installed new road signage, post, post sleeves | *Following vandalism and theft installed (3) Speed Limit signs, (1) Stop Sign, (1) Danger Blind Crest, and 4-way signs. |
| Snow plowing and road treating | January 6, January 9, January 16, January 19, February 13, February 17 |
| Installed safety stakes | WHOA office culvert and entrance to Walden. |
| Paving | 2023 Completed \$37,940 worth of paving. |
| Road Striping (Painting) | (17) Stop bars and (30) Yellow speed bump |

*** Stolen signs and posts were returned following the vandalism and theft. The cost of new signs and post in the amount of \$957.00 was paid on behalf of the culprit.**

Additional Miscellaneous Projects

| Activity | Description |
|--|--|
| Urban Deer Hunt | Culled a total of 37 deer, 30 does and 7 bucks |
| Spongy Moth Spraying | Sprayed two 400-acre sections in the original section and Toboggan Hill and above. |
| Collections of Chronically Delinquent Accounts | Total collected \$40, 867 additional accounts have payment arrangements, others have liens and/or judgements |
| Recertified as a Firewise Community | Received a recertification as a Firewise Community based on satisfying program requirements. |
| The Berkeley County Water | 1) Pressure Reducing value boxes, met with their engineer to discuss the road easements and the utility easements and potential locations. 2) Addressed water leak repairs that damaged the WHOA roadways. 3) Addressed cleaned up of destroyed well box. 4) Office water meter was moved closer to the road. 5) Reported possible leaks within the community. 6) Emailed informational emails for Berkeley County Water through the WHOA email list. |

| | |
|----------------|--|
| Potomac Edison | 1)Contacted Potomac Edison about power outages and trees on the powerlines. 2) P.E. replaced Utility poles and transformers on The Woods Road between Tuckahoe and Cayuga. 3)P. E. replaced underground electric lines on Conifer Lane. |
| ADA Inspection | Coordinated onsite visit of WHOA owned properties for possible ADA compliance concerns, report, report presentation meeting, posted findings on the WHOA website, the WHOA Board established an ADA ad hoc committee, and ADA upgrades were made to the WHOA Office. |

COMMITTEE NAME: Community-Building Events

REPORTING PERIOD: June 11, 2023 – June 8, 2024

COMMITTEE MEETING DATE(S): August 11, 2023; February 5, 2024; June 5, 2024

TOPIC(S) OF DISCUSSION:

- Planning and logistics for summer/fall 2023 events: Ice Cream Social, Fall Festival
- Recap and analysis of 2023 events
- Review proposals for 2024 events; determine calendar for 2024
- Planning and logistics for 2024 events: MLK Day of Service, Easter Egg Hunt, Paint Party, Community Yard Sale, Community Celebration, Ice Cream Social, Fall Festival
- Provide support as needed/requested/available for other community events like the Independence Day Celebration

RECOMMENDATIONS TO THE WHOA BOARD: None at this time.

WHOA Annual Committee Report

Communications Committee

June 8, 2024

The WHOA Communications Committee had a somewhat quiet year with little activity required by the committee. During the year, the committee approved public communications provided by WHOA to our members. We also provided edits to the three survey questionnaires that WHOA sent out this year. The committee held discussions of the future communications needs but made no recommendations to the Board.

The Communications Committee chair, Vanessa Griffin thank the members of the committee for their dedicated support.

COMMITTEE NAME: Governance Committee

REPORTING PERIOD: June 2023 -June 2024

COMMITTEE MEETING DATE(S): The Governance Committee came out of hiatus in August 2023 under the leadership of former President, Marty Johnson. In September 2023, the Chair of the committee

shifted to Randy Wishmyer, who held meeting every two weeks, when committee members were available. In addition, issues were discussed by email.

TOPIC(S) OF DISCUSSION: Topics of discussion focused first on rewriting the Governing documents in general, with some review of Covenants and previously rewritten covenants. Discussions included ways to involve the community as work progressed. The Committee agreed to begin with the Articles of Incorporation and once satisfied with a draft, to get Board permission to seek community input. The committee has submitted a draft for Board review. The committee developed an updated version of Standard Operating Procedure 10 and submitted that for Board review and vote. Plans for updating the Covenants are now being drafted.

RECOMMENDATIONS TO THE WHOA BOARD: Submitted draft Articles of Incorporation to the Board for review and changes prior to seeking Board permission to release to the community for owner input. Submitted draft SOP 10 for Board review and vote.

WHOA Annual Committee Report

Nominations Committee

June 8, 2024

The nominations committee completed a successful candidate nomination period for the Board of Directors Election in May 2024. The committee reached out via social media, email, and personal contacts to WHOA members to gauge their interest in running for a Board Director position. By the start of the elections the Nominating Committee had identified and nominated two to three candidates for each of the three districts. Unfortunately, several nominated candidates decided to remove themselves from consideration, so the final slate of candidates WHOA sent to the members for the election included two candidates from District 1, two from District 2, and two from District 3. The committee sponsored an in-person candidate forum so WHOA members could ask questions of the Board candidates.

The nominating committee chair, Vanessa Griffin, and co-chairman, Ken thank the members of the committee for their outstanding efforts in identifying possible candidates for the election.

Recycling Committee Report

COMMITTEE NAME: *Recycling*

REPORTING PERIOD: *June 2023 – May 2024*

TOPIC(S) OF DISCUSSION:

The Recycling Committee was WHOA BOD approved and established in January 2024.

During the past five months, the Committee has added three additional members to assist with assessing current recycling program operations and identifying program needs.

The top three areas being assessed include:

(1) Reviewing the current recycling event monthly schedule for effectiveness

Draft Prepared by Dawn Lewis, Community Manager 6-11-24

(2) Brainstorming on ways to potentially expand the number of monthly recycling events

(3) Brainstorming on ways to increase volunteer support

During the upcoming June 2024 - May 2025 WHOA Recycling Committee year, additional information will be shared with The Woods community detailing the various initiatives recommended by the Recycling Committee to expand The Woods Recycling Program.

RECOMMENDATIONS TO THE WHOA BOARD: None

COMMITTEE NAME: Finance Committee

REPORTING PERIOD: June 2023 – May 2024

COMMITTEE MEETING DATE(S): Several

TOPIC(S) OF DISCUSSION:

The audit of last year's financials, January 1, 2023, through December 31, 2023, has been completed by Strauss & Associates, P.A.. The audit report is posted on the WHOA website, www.whoawv.com. Go to Committees then Finance.

- Insurance: The Community Manager met with Doug Arndt on April 29, 2024, and reviewed all property and liability insurance totals. No changes were made to the coverage. WHOA has \$1,000,000 on both liability and auto with a \$10,000,000 umbrella over each. Total cover for liability is \$11,000,000 and the same for auto.
- The ADA inspection of WHOA-owned property was completed. The final invoice was paid for a total cost of \$6,613.
 - Upgrades to the WHOA office based on this report totaled \$3,417 in materials after Fairway Home Services donated their labor.
- The Spongy Moth (Gypsy Moth) review was completed, and areas of the community met the requirements for spraying which was completed in the spring. A total of \$10,500 was paid by WHOA from the Pest Reserve Fund to the WV Department of Agriculture for the spraying. The WV Department of Agriculture agreed to pay \$11,100 of the spraying cost for our community. The combined total amount spent on spraying in the community was \$21,600.
- In November 2023, our Morgan Stanley advisor recommended putting money into laddered CDs of \$50,000 each with maturity dates and rates as follows:
 - \$50,000 for 12/24
 - \$50,000 for 6/25
 - \$50,000 for 12/27
 - \$50,000 for 12/28
- The TruStar Capital Reserve CD reached maturity on 3/3/24. A new CD at 5.40% was purchased from TruStar.

MARCH FINANCIALS

The total assessment delinquency for March was \$101,457.32 which is 9.96%.

APRIL FINANCIALS

The delinquent account assessments are \$95,017.92 which is 9.3%.

April 2024 Balance Sheet

Reserve Cash: Nancy’s Note: Using rounded numbers.

| | |
|---|--------------------|
| 1055 Morgan Stanley Capital Reserve CD account | \$950,000 |
| 1056 Morgan Stanley Capital Reserve Unrealized | \$(26,992) |
| 1057 Morgan Stanley Capital Reserve Accrued Interest | \$ 4,430 |
| 1058 Morgan Stanley Capital Reserve MM (Money Market) | \$284,637 |
| 1059 Trustar – Capital Reserve CD | \$ 92,159 |
| 1100 Morgan Stanley Pest Fund | \$ 75,538 |
| 1250 Summit Bank MM – Snow Contingency Fund | \$ 47,409 |
| 1300 Summit Bank MM – Contingency Reserves | <u>\$123,278</u> |
| TOTAL | \$1,550,459 |

April 2024 Income Statement

Administrative Expenses 5106 Computer/Software: PMP’s IT staff replaced the hard drive in the server and reinstalled the server and a battery backup.

Community Activities 5300 Community Expenses: Check for \$2,500 for fireworks. This annual contribution has been happening for several years.

Professional 5221 Legal Expenses – General: This is over budget because the Board decided to review all governing documents and is having WTP (Whiteford, Taylor, Preston) handle these questions.

Reserve Deposits 9050 Capital Reserve Deposit: Each year the Reserve Study provides a suggested dollar amount that should be put into the Reserve account for the suggested repairs in the Study. Each year the Community Manager looks at events that are expected to happen that year and the timing and decides the schedule to add the deposits to Reserves. This year there have been two deposits with two more later this year. We have made two of our four reserve deposits totaling \$94,922.50. Two more payments of \$47,461.00 are scheduled in August and November for a total at the end of the year of \$189,846.

Reserve Deposits 9100 Contingency Reserve Deposit: Each month you will see a deposit for the same amount. This fund is for anything unexpected that goes over budget. For example, this year the winter storms happened in such a way that they caused more damage to our roads than usual during a winter. The cost of repairs this year will probably be significantly more than what was expected and budgeted. The difference (over budget amount) will probably be pulled from this account.

Reserve Deposits 9490 Snow Contingency Fund Deposit: Each month you will see a deposit for the same amount. This fund is for those winters when snow removal expenses are more than expected and budgeted.

Some of the items are over budget: GL 5127 Payment Coupons- This is over budget because the budget did not have any funds in this GL #. When the budget was developed, the budget had it under GL 5132 Printing and Reproduction then PMP's financial department put the charges under GL 5127 Payment Coupons.

Why is there a Credit: Roads -> GL 8000 -> Road Maintenance Supplies: Why is there a negative \$957.90? When the vandalism occurred in December 2023, the road signs/posts were stolen. We billed that expense for the new signs & post to this GL account. Then the vandal's mother paid the full invoice for those replacement signs in the amount of \$957.90 so there is a credit under that expense account to reflect that payment.

The information about the financials in the Quarterly Newsletters and Committee Reports are details that I verify when going through each month's financials. It is a road map that will make it easy for anyone to review the financials and help our members understand how their money is being spent.

RECOMMENDATIONS TO THE WHOA BOARD: None

COMMITTEE NAME: Planning Committee

REPORTING PERIOD: June 2023 – May 2024

COMMITTEE MEETING DATE(S): Several

TOPIC(S) OF DISCUSSION: Long-term planning with inclusiveness and a changing demographics in mind

RECOMMENDATIONS TO THE WHOA BOARD:

In the spring of 2023, we were finalizing plans for several town halls to receive input from the community. Because of a situation related to the amenities, these town halls and the Planning Committee were put on pause through the summer of 2023.

Since the fall of 2023 and beginning of 2024, several projects have been completed and additional new projects are being considered:

- Solar panels for the WHOA building to decrease expenses for power. After research into the cost of solar panels compared to ROI (Return on Investment), it was determined that, at this time, this is not a cost-effective project to pursue.
- Parking places off the streets for parents dropping off and picking up their children from school buses: Locations (are safe locations off the streets available at bus stop locations, costs to create/grading, utility right-of-way vs. homeownership, liabilities, etc.. Will collaborate with the Safety Committee.

- Mailboxes cluster units: For our elderly and disabled members, getting to the curb to pick up their mail would be much easier than having to go to a kiosk with traffic backed up onto Mt. Lake Road waiting for access with cars pulling in and out. When The Woods was formed forty-eight years ago, we were a more rural, weekender community. This has changed so that now about 53% of members are full-time residents.
- Large blind spot mirrors to improve visibility and safety, such as, at the intersection of Walden Road at Mt. Lake Road.
- American Disabilities Act (ADA) upgrades to the WHOA building which are the top recommendations by the professional ADA inspector. Upgrades that have been completed: Ramp at side of WHOA building has been upgraded; a ramp to the front door has been installed; a new door with ADA door handle installed; paving put down to add easier access to the trash bins at the Winter Camp Trail location. Options for an ADA parking space at the WHOA office is being discussed.
- Purchase of property for trash bins at The Woods Road and Mt. Lake roadside of the community.

The yard waste dumpster is being well used. Easier access is provided by opening the back door of the dumpster so that it's easy to walk in rather than having to climb the stairs.

The Planning Committee continues to be excited about the future of The Woods community and we look forward to making plans to increase the quality of life for those who live here.

WELCOMING COMMITTEE

ANNUAL REPORT TO WHOA HOMEOWNERS – June 2024

Reporting Period: January 1, 2023 to May 31, 2024

GOALS OF COMMITTEE: The Welcoming Committee has the lead responsibility for outreach to new homeowners in The Woods to enhance their awareness of what the community has to offer and how to access accurate information that will make new homeowners' transition into the community a positive experience. The Committee also provides periodic analysis of community demographics for the WHOA Board and The Woods community.

PRIORITIES, PROJECTS AND ACTIVITIES DURING THE PAST YEAR:

- Individual members of the committee have personally welcomed more than 90 new households to the community since January 1, 2023.
- New homeowner welcome and orientations were held on a quarterly basis, to provide information about community events and opportunities, to respond to newcomers' questions, and to provide networking and introductions to key volunteers in The Woods. Dates of these five events were:
March 5, 2023 May 21, 2023 August 13, 2023

October 15, 2023 April 7, 2024

- The Welcoming Committee continued to evaluate the best approaches for welcoming newcomers and the types of information and resources that our new households find most useful in their early weeks and months. Many of our new homeowners have found the one-pager "*Welcome to The Woods: Now What?*" a useful, quick overview.

UPCOMING PLANS AND CHALLENGES

New homeowner welcoming orientations will continue on a quarterly basis. Future events are scheduled for **July 14** and **November 3** at Hedges Chapel Fellowship Hall at 2 pm. Part timers who are transitioning to full-time living in The Woods are also encouraged to attend these events.

No outreach to long-term renters in the community currently occurs, as there is no comprehensive compilation of this information. Ideally, WHOA can develop an accurate long-term renter database so that these individuals can also be welcomed into our community.

Recommendations for changes in the **Welcome Packet** provided to newcomers will be forthcoming, so that it is accurate, up-to-date, and contains the most essential information that new homeowners need. Also, the Committee will make recommendations for edits, corrections, and updates for the WHOA website.

Updating the **comprehensive inventory** of activities and opportunities available to the community will continue as an activity of the Welcoming Committee. This overview has proved useful not only to new homeowners but also to all residents of The Woods.

The committee is considering a targeted **survey of new homeowners** for feedback and recommendations on what information they find most useful in their early weeks and months here.

A demographic overview of The Woods community will be provided periodically to the WHOA Board and community. (see Appendix on page 3 of this report for the most recent analysis).

MEMBERS OF WELCOMING COMMITTEE

Deborah Lobetti, Chair (Wickiup Lane)

Randi DuFresne, Co-Chair (Ruffed Grouse Lane)

Merrie Blocker (Snowflake Lane)

Susan Bowman (Wintercamp Trail east)

Joyce Cutlip (Fishhook Villas)

Donna Dean (Moundbuilder Loop)

Barbara Low (Wintercamp Trail west)

Beverly McNeill (Arrowhead Ridge)

Susan Morris (Moundbuilder Loop)

Pat Tatem (Atlal Lane)

Lucy Williams (Wickiup Lane)

WHOA Annual Committee Report
Ad Hoc ADA Compliance Committee
June 8, 2024

The WHOA Ad Hoc ADA Compliance Committee had a very busy year, crowned by significant improvements WHOA made to accessibility for the WHOA facilities.

The WHOA Board formed the Ad Hoc ADA Compliance Committee (AACC) to review the common areas of the community and report to the Board about accessibility recommendations to assist disabled residents. The AACC charter was approved by the Board of Directors in October 2023 (the charter can be found on the WHOA website under the ADA committee tab). The charter defines the purpose of the Committee to provide a focus on an accessibility and safety review of the WHOA owned, operated, and maintained infrastructure as it relates to ADA and Fair Housing compliance.

Members of the committee approved by the Board include Vanessa Griffin, Chair, Valarie Burks, Co-Chair, Jay Burks, Deb Kupecz, Teddi Segal, Nanette Reintges, and Terry Sager.

The committee has been very active since its formation in 2023. The ASCC held the first meeting in October in preparation for an WHOA Accessibility site assessment study approved by the board. The assessment was conducted by Mark Derry, President Eastlake, Derry & Associates, LLC in October 2023. The committee held another meeting in November to review the ADA assessment from Mr. Derry (which can be found on the WHOA website under the ADA committee tab).

The Board received the Accessibility Study report at the Board Meeting in January Board meeting.

After receipt of the report the WHOA Board approved a project to improve accessibility to the WHOA Office. In May 2024, WHOA contracted with Fairway Home Services Inc. to make improvements to the ramp providing access to the WHOA building including addition of a railing and building a platform in from that allows wheelchair access. The project also included adding a larger door and providing ADA compliant door handles. The project will also add a handicap parking space with adequate signage this summer (as part of the overall road paving project).

The Board has asked PMP to obtain cost estimates for making improvements to the restroom located off the kitchen in the WHOA building. As the WHOA Office is not a place of public accommodation, this restroom is not open to the public, but the Board asked the PMP to obtain proposals for increasing accessibility, nevertheless. These improvements would include provision of an ADA compliant Toilet, grab bars, and an accessible sink and mirror. The committee recommended that the door need not be widened, given the estimated additional costs and that a wheelchair could fit through it.

The Committee wants to express special thanks to Fairway Home Services Inc., and to Marty Johnson, President, for providing the labor for the project at no cost to WHOA.

Regarding future work, current dialogue among the committee members includes alternatives for improving access for mail pickup, trash collection, and pedestrian and school bus stop safety. The committee is currently in discussions with the USPS Postmaster regarding options for WHOA members who cannot access mail at the kiosks. AACC is also working on a survey/questionnaire for WHOA members regarding ideas to improve accessibility for all in our community.

The committee Chair, Vanessa Griffin, and Co-Chair, Valarie Burks, wish to thank the committee for their outstanding efforts to bring improvement to the Woods for all members regardless of their abilities and gives

special thanks to Marty Johson for his dedication and support for making the Woods a more accessible place to live and play.

