

Whittingham Homeowners Association/Greenbriar at Whittingham Community Association
Joint Open Board Meeting Minutes
Thursday, August 28, 2025, at 6:30 PM
Towne Centre Ballroom and Zoom

Call to Order – 6:30PM

I. Pledge of Allegiance

II. Roll Call

- Whittingham HOA Board of Trustees
 - Tom Clark, President, Jay Respler, Vice President, Bob Brown, Secretary. Kathy DeDonno, Treasurer, Joe Atanasio, Trustee, Cathy Clarken-Gleason, Trustee, Jeff Simonsen, Trustee
- Greenbriar HOA Board of Trustees
 - Mark Surks, President, Chester Trubinski, Secretary
- Management
 - Matt Lubas, General Manager, Kristin Puriza, Director of Lifestyles and Facilities

III. General Manager's Report (Matt Lubas, General Manager)

- The Pickleball courts are finally done.
- We are working on getting pricing for the pavilion by the new courts. It hasn't been power washed or painted in a long time. We have some trees and shrubs we need to cut back that are dying.
- A couple of weeks ago we finished the Whittingham driveway seal crack project.
- We have some work going on to the flooring in the annex tomorrow.
- If you have a barcode and the number is under 15,00, we need you guys to get them replaced. Jose will be doing them again on September 5th from 11AM-3PM. We will be adding a couple more dates.
- The outdoor pool is open through September 8th.
- We sent out the notices for the annual meeting. There is a deadline to submit a deadline which is September 4th at 4PM.

IV. Recreation Report (Kristin Puriza, Lifestyle and Facilities Director)

- Labor Day on Monday, September 1st Joe Atanasio will be providing music around the pool from 12pm – 4pm. The Greenery is closed on Monday, you are welcome to bring your own food into the pool area, but we do ask that you clean up after yourselves. There will be extra garbage bins in place.
- September 3rd, we have a full bus heading to Atlantic City. Add your name to the waiting list if you'd like to go.
- Friday, September 5th – St. Peter's is offering a CPR Course for \$15 per person. There is a flyer in the lobby, if you are interested sign up in the nurse's office.
- Wednesday, September 17th we have a bus going into the theatre district of New York – this is \$30 a person and on sale with The Concierge now.
- September 27th at 7pm in the ballroom we have the music of Crosby, Stills & Nash – tickets are \$30 each and there is availability.
- September 28th is our Arts & Crafts Fair from 12pm – 3pm. If you are interested in having a table on display, please pick up an application from The Concierge.
- Flu Shots in our ballroom are scheduled for Monday, September 29th from 10 a.m. – 2 p.m. and Wednesday, October 8th from 2 p.m. – 6 p.m. There is a flyer in the lobby with details on how to make an appointment.
- October 8th, we have a bus going to Parx Casino. This is \$30 a person, on sale now and is filling up fast.

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- Lastly, our bus trip to see Just in Time was a huge success. I am working on getting tickets to see Mamma Mia. The tentative date for this trip is October 15th. As soon as I have the tickets and bus secured, I will begin to advertise.

V. GWCA Business

- Approval of the June 26, 2025 Joint Open Meeting Minutes
Tabled due to lack of quorum.

VI. WHOA Business

- Approval of the June 16, 2025 Open Workshop Meeting Minutes
 - First – Kathy DeDonno
 - Second – Jose Atanasio
 - All in favor
 - Motion carried
- Approval of the June 26, 2025 Joint Open Meeting Minutes
 - First – Jay Respler
 - Second – Bob Brown
 - All in favor
 - Motion carried
- Approval of the July 21, 2025 Open Workshop Meeting Minutes
 - First – Jay Respler
 - Second – Cathy Clarken-Gleason
 - All in favor
 - Motion carried
- Approval of a proposal from Arcaro Masonry for various concrete repairs & replacements in Whittingham for a cost of \$12,300.00 to be paid from the Whittingham Capital reserve account.
 - First – Bob Brown
 - Second – Joe Atanasio
 - All in favor
 - Motion carried
- Approval of a proposal from Century Lighting Service for ballroom lighting modifications for a cost of \$6,764.00 to be paid from the operating account.
 - First – Jay Respler
 - Second – Kathy DeDonno
 - All in favor
 - Motion carried

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- Approval of a proposal from Biondo Roofing to replace the lower roof on 61C Winthrop at a cost of \$6,770.00 to be paid from the Whittingham Capital Reserve account.
 - First – Jeff Simonsen
 - Second – Joe Atanasio
 - All in favor
 - Motion carried
- Approval of a proposal from Taylor Fence for the fence replacements at 219 Whittingham homes with PVC fencing at a cost of \$497,500.00 to be paid from the Whittingham Capital Reserve account.
 - First – Cathy Calrken-Gleason
 - Second – Kathy DeDonno
 - All in favor
 - Motion carried

VII. Committee Reports
Greenbriar:

- Budget and Finance
 - Mark Surks – The Budget and Finance Meeting met a week or two ago. We now have the results as of June 30th. Greenbriar has over a million dollars in cash assets. About half of that is in the reserves. Mark provided a summary for Greenbriar's financials.
- Covenants
 - Chester Trubinski – Covenants did meet because of a rejection of an application by Site Review. That didn't go well so it is now being referred to the Greenbriar Board.
- Site Review
 - Chester Trubinski – Site Review Committee met on July 1st. We had 11 applications. One was rejected and 16 inspections were undertaken. August 5th, we met again. 32 applications we examined. All were approved. The Committee conducted 19 inspections.
- Newcomers
 - Mark Surks – The Newcomers Committee met on July 30th to welcome about a dozen new members of our Community. Some have been here a few months and some just a few hours. No matter how long, we welcome them all. Our next session will be later in the Fall. More to follow when that date is set.
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WHOA:

- Budget and Finance
 - Kathy DeDonno – Kathy DeDonno gave a summary of the Condo and WHOA financials.
- Covenants
 - No report
- Entertainment
 - Bob Brown – The Entertainment Committee met. They are pretty much book through next year. Our turnouts have been phenomenal. We have some great shows and we hope you all attend.
- Landscape
 - Kathy DeDonno – The Landscape Committee did not meet, there was no need. We already decided on the flowers for the Fall. They are preparing those and getting them ready to plant very soon. Probably by mid September.

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- Site Review
 - Jeff Simonsen – A major concern being addressed by the Committee is the presence of satellite dishes in common areas. My understanding now is we are having our attorney look into the legalities.
- Towne Centre
 - Towne Centre did meet. We discussed so many items. Some of the major things we discussed were some people would like a better understanding of the rules and regulations for the fitness center, they want to do some upgrading to the Ballroom if possible, the Prospect Plains gate needs to be repaired. We will bring the rest of these items to the Board at the next Executive meeting.

VIII. Open Forum

IX. Adjournment – 8:03PM