

**Whittingham Homeowners Association
Open Workshop Meeting Minutes
Monday July 20, 2026 at 6:30 PM
Towne Centre Ballroom and Zoom**

I. Call to Order

6:30pm

II. Pledge of Allegiance

III. 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
- Management
 - Matt Lubas, General Manager, Kristin Puriza, Director of Lifestyles and Facilities
 - Absent: Suzie Weingartner, Property Manager

IV. Management Report (Matt Lubas)

- Landscape and snow bids have come in. We had 6 companies bid on the community. In person interviews with the vendors are scheduled for next week
- We had to replace 2 outdoor pool heaters. Last year we replaced the one for the indoor spa and now the one for the indoor spa needs to be replaced.
- We've been working very closely with the new restaurateur, Chris. We're making sure everything in the kitchen equipment wise is up and running and moving everything around to where he wants it.
- In Whittingham we are looking at another roof project phase. We've gotten a bid already and are working on a couple more which hopefully we will have in the next week or so.
- We have a Board Election coming up. The Call for Candidates went out for the meeting. The nomination forms are due back by August 18th at 4PM.
- I sent an email out about the \$5 restaurant fee. If you are on autopay, it will automatically be paid. We will not be sending out coupon books for the remainder 5 months of the year so if you pay your monthly fees by check, please add the \$5 fee. If you pay by BillPay through your bank, please add the \$5 as well.
- The Whittingham Driveway Seal Coating project will be starting in mid-August. As of today, the scheduled start date is August 17th, weather permitting. Once we get closer, we will send out a notification to everyone.

V. Recreation Report (Kristin Puriza)

- Monday, July 20th at 2PM in the Arts and Crafts/Dance Room there is a Health Lecture on Cardiovascular Health
- Saturday, July 25th at 1PM in the Arts and crafts/Dance Room there will be a movie, The Travellers.
- Saturday, July 25th at 7PM in the Ballroom, Britishmania, a Beatles Tribute Band
- Wednesday, August 5th, Bus Trip to Atlantic City Resorts Casino. Tickets are on sale now.
- Thursday, August 6th, Bus trip to Radio City Music Hall to see Les Misérables.
- Saturday, August 29th at 7PM in the Ballroom, Sir Elton, An Elton John Tribute. Tickets go on sale Monday, July 20th.
- Wednesday, September 2nd, Bus trip to Parx Casino. Tickets go on sale Tuesday, July 28th.

**Whittingham Homeowners Association
Open Workshop Meeting Minutes
Monday July 20, 2026 at 6:30 PM
Towne Centre Ballroom and Zoom**

- Sunday, September 27th, 12PM-3PM Arts and Crafts Fair. Vendors are still needed.

VI. Review of the July 15, 2026 Open Workshop Meeting Minutes

VII. New Business

- Proposal from American Pool to renovate the outdoor pool and spa for a cost of \$238,381.00 to be paid from the WHOA Capital Reserve.
 - Tom Clark – We will be replacing a lot of the equipment in the pump room. It is going to be re-plastered. We are going to be putting new borders around the pool. We are going to be replacing the tile, the large tile wall. We're going to be doing new coping around the pool, filtration improvements, and we will finally be putting a pool cover on it. There should have always been one on there. That is one of the reasons that we had to re-paint it every year. So, we are going to be taking care of a lot of issues and we will be saving \$6,000 every year because we will no longer need to paint the pool. And we are doing it all within the money we have accumulated in the Capital Reserves, so there is no need for an assessment. We did a lot of work on this and a lot of negotiated a very good price for this. We have a reliable contractor that is going to be doing this work right after we close the pool. They will drain the pool right away and they will begin doing the work.
- Proposal from Ransom Hydronics to replace the indoor spa heater for a cost of \$6,280.21 to be paid from the WHOA Capital Reserve.
 - Tom Clark – We had to replace it. The reason we had so much problems especially at the indoor pool, was because of the salt. That pool was not designed to be used for salt. The salt has done a lot of damage.
 - Matt Lubas - This heater was not available locally. It was only available in Minnesota.
- Proposal from LDI Connect to lease three (3) new copiers for a monthly cost of \$697.22 to be paid from the WHOA Operating account.
 - Matt Lubas – We have an awesome IT company that we work with. He pretty much knows everyone in every business. So, he has a lot of direct contacts with the copy companies and manufacturers and distributors. He basically helped us go out to bid for this stuff. He negotiated with pretty much everyone; Cannon, Sharp, Direct. We have 6 copiers. We only need 3. We are saving over \$1,400 per month with a new lease for brand new equipment. Our IT guy gave us a full report with all comparisons, all the recommendations from him, everything. It was 15 pages long. He has been working on this for 4-5 months. I'm very happy with what he got us and the savings.
 - Kathy DeDonno – We had 6 copiers and that was because we had a much larger staff working in the offices prior to this Board coming in. So, we don't need 6, as Matt indicated, we only need 3. So, we are going to be saving money every month.
 - Jay Respler – This is going to cost us thousands of dollars over the next few years. My proposal is to buy the machines one time and save the homeowners thousands of dollars. I don't go along with renting a machine for all these years.

**Whittingham Homeowners Association
Open Workshop Meeting Minutes
Monday July 20, 2026 at 6:30 PM
Towne Centre Ballroom and Zoom**

- Tom Clark – This was discussed in our Executive session. Mr. Respler feels we should be buying them outright. For one of the same reasons why we didn't buy the gym equipment, we leased it because it comes with servicing. It's a much more reliable source. It's a heavily used item. You need reliability and I'm not fond of buying old equipment and having to rely on it and having a service person come in to take care of it. In the long run, it ends up costing you more money. Jay has his own opinion, and I think the rest of the Board is in favor in entering into this new lease. We are saving \$1,300 a month.
- Tom Clark – The next item is not on the agenda, but I wanted to bring this up at this point because everyone should know what is going on in your community and that is our fiduciary responsibility to let you know what's happening. Shortly after we came onto the Board, we noticed that we had some activity going on within our banking system that was not authorized. So, we took some procedures to make sure we were safeguarded everything. Thorough a further investigation, we found out that former employees of the organization went into the banking system and took a total of \$68,000 out and it was all part of an effort to get what they felt they were entitled to get. The Board did not authorize that. We did contact the proper authorities in regards to this issue. It was investigated for nearly a year. We then got a comment back from the authorities that they felt it was more of a civil matter instead of a criminal matter. So, we took the issue back and gave it over to our attorney who viewed our insurance policy and the insurance policy for the employee dishonestly clause which is in that insurance policy. He was investigated by the insurance company based on everything we had given the authorities and they agreed with us that the money was improperly taken out and they actually paid the claim of \$68,000 that we lost minus the \$25,000 deductible. We received approximately \$43,000 from the insurance companies for the loss that we had. The Board is not going to have any further comment on this because we're not quite sure where the insurance company is going to go with their investigation and we don't want to jeopardize any ability for them to pursue this matter in another court or another avenue to try to recoup the funds. A number of years ago, there was a class action lawsuit placed in the State of New Jersey against Blue Cross Blue Sheild. There was an overcharging by Blue Cross Blue Sheild to policy holders and as a result of that, we were able to get an additional refund of \$12,277. That is an additional amount from Blue Cross Blue Sheild from this settlement.
- Kathy DeDonno – On both items, they were back to 2024, so it is very likely that we will deposit that in and they are both related to WHOA expenses. The expense was from the WHOA Operating Account. So, they will be deposited back into the WHOA account. We are working with our accountants and auditors to determine whether or not we can actually place it offset the expense for 2024 as opposed to putting it in 2026. We're still working on the details for that, but everyone should know it is a nice sum of money and it will certainly bring up our balances.

VIII. Financial Update (Kathy DeDonno)

- Financial Reports
 - Before I go into the financials, I just want to talk about one of our long standing members of our Budget and Finance Committees, both of them. The WHOA Committee and the Greenbriar Committee. Richard Diamond, who served on both Committees for 14 years, passed away early in June. After 14 years of service, any resident who serves our community for 14 years, as far

**Whittingham Homeowners Association
Open Workshop Meeting Minutes
Monday July 20, 2026 at 6:30 PM
Towne Centre Ballroom and Zoom**

as I am concerned, is extremely important to recognize. I would like to take a moment of silence for someone who has served our community for so long. His expertise and the time he devoted to us was invaluable.

- On Financials, we received our May financial and distributed them to our Budget and Finance Committee. We did not have a meeting this month so there's really nothing to note. We will have a meeting next month, in August, and we will be discussing our June financials. As we approach the end of the year, things start to sort of get into place and we'll know better what our finances look like and whether or not we need to report anything.

IX. Old Business

Restaurant Update

- Tom Clark – Matt gave you a pretty good insight of what is going on. We met with him again last week and Matt has been meeting with him regularly as his staff has been coming in and getting the restaurant set up to open. He is going to be opening as he said in the beginning of August. It will probably be the first week, which is Tuesday, August 4th. He is looking to anxiously serve our community. He's got a really great staff of people put together to take care of that restaurant. We just have to support him. You're going to like the food. We've all tasted the food here so we know what it's like and it is good! The pricing is excellent. He has over 23 locations as he's told everyone and many of his locations, he has been in over 15 years. So, he pulls a long term relationship with the people he does business with.

X. Open Forum - Please visit gwmonrow.com

XI. ZOOM – Please visit gwmonroe.com

XII. Adjournment