

**Whittingham Homeowners Association
Open Workshop Meeting Minutes
Monday March 16, 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, 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)

- The snow finally melted, so we are back to the fences in Whittingham. They are making good progress. They are just about done with Winthrop. Now they are jumping over to Chadwick. They will be heading to Rutland after about a week and will stay on Rutland until the project is done.
- Last year we got all new fitness equipment except for one machine. We kept one elliptical machine. That one is out of order and we will be getting a new one next week.
- We've been talking about Planned Security in a lot of our Board meetings. Last meeting we said we were going to meet with them and we did. Everything went very well and have made a lot of improvements. We will be meeting with them again in a few weeks. Their upper management is very involved now.
- We have a lot of snow damage. We know about pretty much everything. We are trying to get the mailboxes done as quick as we can. We are starting with the mailboxes as we are doing them ourselves. The problem is everyone had the same issues and we could only purchase 7 posts. We have plenty of mailboxes though.
- LMS will be back to continue the turf repairs. They are bringing crews in next week to start Spring clean-up.

V. Recreation Report (Kristin Puriza)

- Saturday, March 21st at 7PM in The Ballroom: Foreign Journey, The Ultimate Foreigner - Journey Tribute - \$30 per person – tickets are still available.
- Sunday, March 22nd at 1PM in the AC/Dance Room: Movie: Mrs. Harris Goes to Paris
- Sunday, March 29th at 1PM in the AC/Dance Room: Movie: Ticket to Paradise
- Wednesday, April 15th: Bus Trip to Resorts in Atlantic City - \$30 per person, \$20 slot play - on sale now.
- Wednesday, April 22nd: Bus Trip to NYC to see Ragtime - Sold out, wait list only.
- Saturday, April 25th at 7PM in The Ballroom: The Jersey Tenors - \$30 per person, on sale now – selling quickly.
- Tuesday, May 5th: A bus trip to Yankee Stadium to see NY Yankees vs. Texas Rangers - \$85 per person, on sale now! Residents' guests are welcome.
- Wednesday, May 6th: Bus Trip to Resorts in Atlantic City - \$30 per person, \$18 slot play - on sale March 24th.

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- Sunday, May 31st at 3PM in The Ballroom: Now and Forever, A Carole King Tribute Show - \$30 per person, see The Concierge for ticket availability.
- Wednesday, June 17th: Bus Trip to NYC to see Beaches -\$170 per person, on sale Friday, April 3rd.
- Thursday, August 6th: Bus Trip to NYC to see Les Misérables -\$180 per person, on sale Monday, May 4th.

VI. New Business

- Late Fee Resolution
 - Matt Lubas – The Greenbriar Board is doing the same language and fees as the WHOA Board. Late fees were charged a while ago. When we took over, we stopped charging because we needed a written policy that spells out what it is. My company requires that. They won't just charge late fees without a written policy. For the remainder of 2026, the late fees will be \$15. That is a little low compared to other communities. The fee will increase as of January 2027 to \$25.
- Proposal to Re-cover all four (4) Pool Tables from Royal Billiards for a total cost of \$5,565.83.
 - Matt Lubas – Nothing has been done to the pool tables since 2014. They should be redone typically between 5-6 years. We are well beyond that. We have a lot more interest in shooting billiards done there. All the felt and cushions on the outside will be done. They will be doing one at a time so that we do not have to shut the room down.
- Proposal to Re-paint the Outdoor Pool from Aquatic Services for a total cost of \$5,862.51.
 - Tom Clark – Another annual thing we have to do before opening the pool. We have to paint the pool because the paint blisters and peels. After this season, if all goes as planned, we are going to do some renovations out there. We're going to be blasting off all the old plaster on the inside of the pool which means we will not longer have to spend nearly \$6,000 a year to re-paint the pool. We will have a savings there. This will begin as soon as we close after Labor Day.
- Proposal for Spring and Fall Gutter Cleaning in Whittingham from Garden State Gutter Cleaning for a total cost of \$22,391.26.
 - Tom Clark – This is an annual program that we have in Spring and Fall where we clean the gutters. It is the same price as last year.
- Proposal to Re-build the Existing Balcony at 31 I Rutland Lane from Biondo Contracting for a total cost of \$6,790.00.
 - Tom Clark – The existing balcony there is not in good shape. We inspected it and determined it needs to be replaced to make it a safe patio.
 - Matt Lubas – We are upgrading the material. It will not be the pressure treated wood. All the new materials out there like trex lasts a very long time So this balcony will be done with trex.

VII. Financial Update (Kathy DeDonno)

- Financial Reports
 - On Thursday, March 12th, we met with Budget and Finance to review December's year end financials with the adjustments that were made. We also reviewed January's financials starting 2026 off. We look at our expenses associated with our snow removal.
- Assessment – Snow Replenishment Fund

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- Tom Clark – We had a terrible Winter and we had a lot of snow to remove that was very costly. We have exhausted our snow fund. We have to bring that back up to a safe level. We have to out an assessment or replenish the snow fund. We could have snow in December or even April.
- Kathy DeDonno - I'm going to start with 2024 so everyone knows what our expenses are for snow removal. In 2024, we spent approximately \$346,000 in expenses. We had 4 major snow storms in 2024. The 4 snow storms amounted to that cost. That brought our balances down to roughly \$200,000. That gets carried over and stays in the fund. In 2025, our expenses were \$269,000. We had 2 major snow storms and 2 minor snow storms. That brought our balance down to \$182,000. Now we are approaching that dangerous level. We started the year with that \$182,000 that remained in our reserve account. We then have to take the expenses we incurred. In 2026, so far, we have 4 major snow storms and 2 minor snow storms. Our total expense so far is \$380,000. We are probably, with deposits that we make, going to be down \$36,000 which is very dangerous. To safeguard ourselves and protect our development and make sure we are well funded for next years possible snow, we would like to look at, still have not made final decisions, we are looking at roughly \$250-\$300 as a special assessment to every home in the community. What that will do is allow us to put back into the reserve fund from \$400,000 to \$480,000. I understand that the neighboring communities have assessed for snow as well.

VIII. Old Business

Restaurant Update

- Tom Clark – We currently had interviews with 4 potential operators. We have the 5th one we are going to see on Wednesday. Shortly after that, the Restaurant Committee will get together and discuss all the proposals we received and make a determination who should be called back for a second interview.

IX. Open Forum - Please visit gwmonroe.com

X. ZOOM – Please visit gwmonroe.com

XI. Adjournment – 7:11PM