

Marlowe Manor Property Owners' Association
Board Meeting Minutes
Thursday, January 11th, 2024 at 6pm
Zoom

Board Members in Attendance:

Mary Waldrup (President), Scott Smith (First Vice President), and Justin Jones (Secretary)

Board Members not in Attendance: Chris Gimbert (Treasurer)

Others Attending: Lauralee Scroggins, Ed Willis, Bill & Kat Beattie, Curtis Yung, Paulette & JR Andus, Anna Wieriak, Madilan Taylor, Sandy Aura, Zach Reed

Next Meeting: Thursday, January 11th @ Terry Library

CALL THE MEETING TO ORDER

Called the Meeting to order @ 6:06pm

REVIEW INFORMATIONAL ITEMS

- Introductions (See PowerPoint Slides)
 - Mary Waldrup
 - Scott Smith
 - Chris Gimbert
 - Justin Jones
- President's Discussions
 - State of the Union
- Treasurer Discussion
 - 2023 Budget Review (See PowerPoint Slides)
 - 2024 Budget (See PowerPoint Slides for each 2024 budget)
 - POA
 - Landscaping cut due to cost; current revenue not sustainable. MMPOA will use a volunteer model to continue landscaping services.
 - PRAF
 - Budgeting 11 homes to be sold (guesstimate)
 - POOL
 - Expect water to decrease; may have water leak. Water is currently shut off.
 - Insurance is unknown; renews in June.
 - Pool Income expected to be \$37,200. Expenses estimated at \$47,216.00. \$10k shortfall expected but POA will try to manage with increased memberships and cutting expenses.
 - Audience comment: If we get the plumbing leak fixed, the water company might refund.
 - Audience comment: It's a much better picture than the fall. It was pretty bleak. **Follow up:** In October, we were coming off of overdrawing on our bank accounts. Taking out the landscaping was a huge savings; that's \$635 a month (saving). They (the

landscaping company) weren't doing that much during the off season. Going out and collecting dues helped.

- Audience Question: Of the people who haven't paid their dues, are most of those true residents or rental properties. **Follow up:** Mostly True Residents. Out of the neighborhood, we have about 20 rentals; less than 10% of the neighborhood is rentals [NUMBERS NOT VERIFIED BY BOARD]. Most of the rentals seem to be up to date. The rentals owned by agencies tend to pay. Historically, 75% to 80% is the most we ever collected.
- Audience Question: There was money for the pool and park; is that still the way it is? **Followup:** That is still the way it is. At the fall meeting we have discussed combining them and just making one fee. We did draft that amendment, we did not go through the process of collecting signatures because we ran into a time crunch; we have it planned for 2024 within the parameters we have not. The idea is not gone forever, but it was a cumbersome process to get done before the end of the year. It's still separated for now. The pool is its own standalone entity; the park falls under the POA.
- Audience Question: So there won't be a dues increase or anything at this point? **1st Person Followup:** In 2024, we're going to have to pass some kind of amendment even if it's just for the POA to get that \$90 up. We don't know what that number is but then there is also discussion if we want to move forward with combining the two [pool and park/poa]. We're in a holding pattern right now. We are curious to see how the pool season is going to go financially; and that will answer a lot of questions. If we get to the end of the pool season and we have to close early because we can't cover our expenses to maintain the operations of the pool then that's a case for combining the entities. **2nd Person Follow up:** We are going to go heavy this year with advertising the pool outside of the community. One factor that may benefit us is some of the surrounding neighborhoods that were hit by the tornados. Ultimately, it's going to depend on residents buying memberships.
- Audience Comment: We have got to find a way to get more people to join the pool.
- Audience Comment: What we got to do is offer Walnut Valley and those other folks resident fees for the pool **Follow up:** That's what we did this past season.
- Audience Comment: That way we're doing something for them and they're doing something for us.
- Audience Question: Do we know what the percentage of empty homes are in the neighborhood that are abandoned homes? **Follow up:** We do not.
- Audience Comment: We have three on our street. One of them was broken into and we didn't know because it was a pad???? House before and it was horrible; the police were coming out all the time and they finally moved out And unbeknownst to us

someone broken into the house because we were use to seeing crazy people there and we didn't know that these men that came in broken into a window up stairs and they were doing drug, making drugs, selling drugs, overdosed on drugs. That's the reason we knew they were there. The police came out and they had to bring a special air scrubber into that house to clean it up. It's still sitting empty.

- Swim Team
- Pool Discussion
 - See Presentation
 - All systems are go for opening up on Memorial day weekend. We're just going to go for it. We're going to have Greg Jones and Scotty Copeland stepped up to help us do the operation side of it.
 - 2024 will be all volunteer based (except lifeguards). There is no possible way to use a third party that we were using. We don't need to go into any further debt with anybody.
 - Audience Comment: I know you guys were using a service, but the pool last year was always filthy; and I even know a couple of people that were members that don't live in the neighborhood and they commented about what's happened. And that was with that service; and whenever I mentioned it to the lifeguard; they said it wasn't their job; they told me they weren't supposed to clean the pool; and that's ridiculous.
 - Audience Comment: When your paying somebody to do something, at least it's been my experience, you end up getting the least amount from them for less money and they don't take any pride in it and their cutting corners. **1st Person Follow Up:** With the volunteer help, lots of holes are going to be plugged . **2nd Person Followup:** If you see something wrong, e-mail us and let us know. We're all about customer service, we're all about making sure you guys are taken care of, so if you see something that ain't right, e-mail it.
 - Audience Comments: As far as getting the sponsorships, because that could be a very good source of revenue, is that something? **Follow up:** The only approach we've had so far for the pool has been cold calling local businesses and asking do you want to do signage? or we can get a little more creative with our facebook page and say we have X number of members and we'll do this many post highlighting your business and promoting it. There's not really much we're limited to ...
 - Audience Question: What would you want to sell a sponsorship for? **Follow up:** We don't know. We don't have a number. Neighborhood pool sponsorship were \$250.
 - Audience Question: What do banners cost? **Follow Up:** I don't know and wonder if the business covered that cost.
 - Audience Comment: Dominos was at our pool every chance they could get. They could pay for a banner.
 - Pool still needs to be resurfaced.
 - Audience Question: If Mondays the pool isn't going to be open, if we could find someone that wanted to do swim lessons, and they gave swim lessons there and the pool can get a cut of however many... **Follow up:** We have swim parties on Mondays too. Audience; It might be lifeguards

that have access to do that and they pay them for their time, but that's a way to generate memberships if those people that need lessons don't have memberships. **Follow up:** That's a good point because any that does swim, per insurance, does have to be a member.

- Overall Condition
 - Capital Projects
 - Pool Resurfacing
 - Bathroom Renovations
- Park Discussion
 - Future Landscaping Needs (See PowerPoint Slides)
 - Upcoming Neighborhood Volunteer Opportunities
- Secretary Report
 - 2024 Meeting Schedule
 - Live on Website.
 - Newsletter

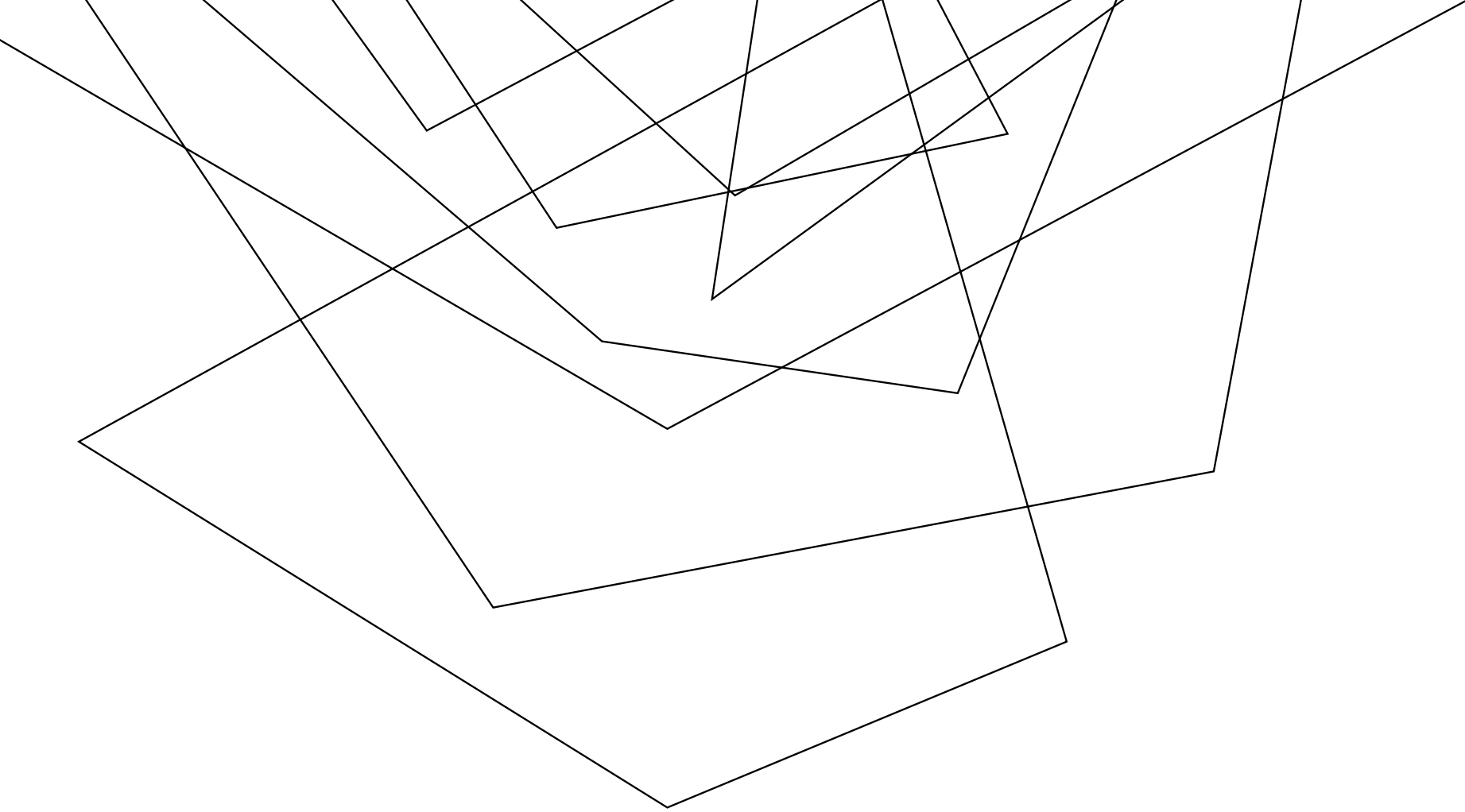
DISCUSSION

- LauraLee was introduced as 2nd Vice President, but will be voted in later since we do not have a quorum for election of officers.
- Audience Question: Do you have any initial thoughts about advertisements for pool membership, maybe sandwich boards in Walnut Valley. **Follow Up:** Mary specials in targeted advertisements. The easiest thing to do is to target specific zip codes around town on social media but then Greg also has his magazines that we can do stuff with. It's what just is cost effective and targeted.
- Audience Statement: One thing that I thought of was that Mary Margret Dunn always sends out a postcard. Would she be willing to plug non-resident, resident Marlowe Manor Pool membership?; maybe she would be somebody to sponsor a swim team or something like that for the neighborhood. **Follow up:** We'll do a much bigger banner by the road. Hillsborough did that last year and I would like to do that this year. Greg's thing is that he wants to get the pool operational in April so that way all through may we can have open house all through May; we can say to families around come around on Saturdays and walk around and see what we got; that's what he did in the past. People show up in early May and water is already clear and the umbrellas are already setup; it makes people get in the mood and they hopefully want to sign up early. We have to make a big push.
- Audience Question: What is the total Membership that's a good number for residents and non-residents? **Follow Up:** 60 and 60. That would be a 50 percent increase from last year. Last year we had 40 residents and 40 non-residents. So we had about 80. Years prior it was over 200. LeeWood has a CAP on how many memberships they can sell. They have a waiting list; and we got them to refer people to us.
- Audience Question: I would even consider mailing postcards to our neighbors; I know it seems dumb. How many people didn't know to pay dues even though there were signs, even though you sent out emails, until they actually got something in their mailbox. I know you drive by the pool everyday but your like "It's the pool." We should also put a sign at the park facing the park for memberships for all those families that come to play, so when you like pushing your kids, you like "I can come join that pool". **Follow Up:** Even if we get three memberships from that one banner, that's more than enough. We have a laundry list for all the holes that we closed from when we did the simple things.

- Board Comment: We are going to have to do some early bird memberships in order to pay the lifeguards. We may go into the middle of May with \$500 in the bank, so we have to get the memberships in quickly before the outflows start going back out to the lifeguards. That's going to be the tricky part.
- Audience Question: Do you have email addresses for what percent do you think? Follow up: About 80%.
- Audience Question: When will we start collecting pool memberships. Follow up: We haven't set the rates as a board yet.

ELECTION OF OFFICERS:

A quorum was not established. A total of 12 properties (including board members) were present. There are XX households in good standing, which XX are required for a quorum.



STATE OF THE UNION

Marlowe Manor Property Owner's Association

AGENDA

Introduction

Timeline

Treasurers Report

Pool Report

Park Report

Election of Officers

MEET YOUR 2023 BOARD OF DIRECTORS



MARY WALDRUP

President



SCOTT SMITH

First VP/Park VP



CHRIS GIMBERT

Treasurer



JUSTIN JONES

Secretary

2020-23



Past obstacles

Fall '23 Reset

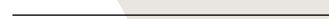


Fall meetings

New board

What we've been up to

2024 Vision



Back to fundamentals

What's to come



Neighborhood Events

Monthly public meetings

Volunteer model

HOW WE GOT HERE

POA BUDGET

POA	2024 Actual		Budget	
	Income	Expense	Income	Expense
POA Carryover Income from 2023	\$5,230.97		\$5,230.97	
POA Income	\$0.00		\$18,010.00	
Landscaping Services		\$0.00		\$0.00
Water (Landscaping)		\$0.00		
Electric		\$0.00		\$1,440.00
Insurance		\$0.00		\$6,305.00
General Park Expenses		\$0.00		\$200.00
Office supplies (Postage, Printing etc.)		\$0.00		\$750.00
POA Events		\$0.00		\$2,000.00
Web Page Services		\$0.00		\$175.00
Bank/PayPal Charges		\$0.00		\$30.00
Neighborhood Watch		\$0.00		\$0.00
Other		\$0.00		\$500.00
Capitol Projects		\$0.00		\$3,000.00
Total	\$5,230.97	\$0.00	\$23,240.97	\$14,400.00

PRAF FUND

PRAF

PRAF Carry Over Income 2013

PRAF Income

PRAF Expense

\$3,243.75

\$0.00

\$0.00

\$18,311.18

\$5,500.00

\$3,800.00

POOL BUDGET

	2024	Actual	Budget
Pool			
Pool Carryover Income 2023	\$1,216.25		
Resident Membership	\$0.00		\$12,000.00
Non-Resident Membership	\$0.00		\$16,000.00
Concessions	\$0.00		\$4,000.00
Guest	\$0.00		\$1,000.00
Parties	\$0.00		\$3,300.00
Other	\$0.00		\$900.00

POOL BUDGET CONTINUED

	2024	Actual	Budget	
Pool Operation Expense				
Concessions		\$0.00		\$3,000.00
Water		\$0.00		\$6,700.00
Insurance		\$0.00		\$3,191.00
Electric		\$0.00		
Chemicals		\$0.00		\$7,000.00
Government Fees		\$0.00		\$25.00
Telephone		\$0.00		\$0.00
Bank		\$0.00		\$100.00
Other		\$0.00		\$1,000.00
Pool Management - Payment Agreement		\$0.00		\$1,200.00
Salaries		\$0.00		\$25,000.00
Pool Operation Expense	\$1,216.25	\$0.00	\$37,200.00	\$47,216.00

POOL BUDGET CONTINUED

	2024	Actual	Budget
Swim Team Expense			
Trophies		\$0.00	\$500.00
T-Shirts		\$0.00	\$1,000.00
Meets & Party		\$0.00	\$550.00
Pool Operations		\$0.00	\$900.00
Other		\$0.00	\$300.00
Swim Team Income	\$0.00		\$2,850.00
Swim Team Expense Sub Total		\$0.00	\$3,250.00
Total	\$1,216.25	\$0.00	\$40,050.00
			\$50,466.00

POOL UPDATE

- All systems go for opening Memorial Day weekend
- Baby Pool will be fully operational
- Major advertising effort to gain members
- 2024 will be all volunteer based
- No major expenses budgeted outside of general maintenance
 - Self-latching gate for baby pool
 - Replace siding
 - Bathroom refresh on a budget

PARK UPDATE

- No action until Spring Clean-Up (End of March time frame)
- Will continue Volunteer based lawncare for 2024
 - All help will be welcome
- Flowerbed refresh for both Marlowe Manor entrance sign areas
- Pea gravel replenishment for the playground

MEETING DAYS AND LOCATIONS FOR 2024

- **Thursday, February 2nd @ 7pm (virtual by Zoom)**
- **Thursday, March 7th @ 7pm(virtual by Zoom)**
- **Thursday, April 4th @ 7pm [In-person]**
- **Thursday, May 2th @ 7pm(virtual by Zoom)**
- **Thursday, June 6th @ 7pm(virtual by Zoom)**
- **Thursday, July 11th @ 7pm [In-person]**
- **Thursday, August 1st @ 7pm (virtual by Zoom)**
- **Thursday, September 5th @ 7pm (virtual by Zoom)**
- **Thursday, October 3rd @ 7pm [In-person]**
- **Thursday, November 7th @ 7pm (virtual by Zoom)**
- **Thursday, December 5th @ 7pm (virtual by Zoom)**
- **Thursday, January 9th 2025 @ 7pm [In-person]**
- **(Election Day)**



THANK YOU