

Lake Barcroft Village

Board of Directors Meeting

February 8, 2023 MINUTES

President Ellen Raphaeli called to order the February 8, 2023, meeting of the Board of Directors at 3:18 p.m. Also present were Sam Rothman, Liz Gianturco, Ross Kory, Cathy Williams, Jane Guttman, Lisa DuBois, Beth Auerbach, Sue Morse, and Executive Director Cindy Waters. Walt Cooper was absent.

After a request from Ellen for any further additions, the Board approved the draft agenda for the February meeting. The minutes of the January 12, 2023, meeting, prepared by Secretary Sue Morse, were also approved.

President's Report--Ellen summarized the official records of the executive sessions of January 12 and January 27. It had been noted, she said, that the previous Board of Directors had approved a 4.5% salary increase for Cindy in 2022; however, the increase had never been implemented. To address procedural errors and to compensate Cindy for the additional salary she ought to have earned in 2022, the Executive Committee recommended and the Board approved the following:

- 1) that, for 2023, Cindy be given a 7% raise over her 2021 salary.
- 2) that Cindy be given a bonus of \$1,771 (comprising \$1,571 that she would have received had a 4.5% salary increase been implemented in 2022 plus the approximate \$200 extra that would have been included in her salary for January had the 7% increase been formally approved prior to and effective as of January 1).

Secondly, Ellen reported that out of the eight surveys to former members, she has received three responses, one signed and two anonymous. The first responder shared that she thought that LBV was a worthwhile project, but she personally did not like small talk. She also had little need for the services. Another person responded that he/she had joined LBV to meet neighbors in Lake Barcroft and thought the Happy Hours were enjoyable. Covid put a glitch in activities. Currently there are other things to do and he/she chose not to renew. The third response had some criticisms. Although the person thought the idea of the Village was important from the very beginning, there were some disappointments. The person said he/she asked for a volunteer to change a light bulb in an outside lamp, but the volunteer could not complete the job. There was also an issue of the cost of belonging to the village. Further, the meeting topics didn't meet his/her needs.

Cindy was stunned that there was criticism of any volunteer because they are asked to let her know if there is a problem. Both Cathy and Jane said they had used two volunteer architects and they were very helpful to them. Ellen suggested that we promote the unusual services that the volunteers provide in a column in the *LB Newsletter*. She then asked about the volunteers who are on Cooks on Call. She wondered if there is insurance in case a member gets sick from any food prepared by volunteers. Ross said he would call the insurance company about whether the volunteers who work with Cooks on Call would be covered if any illness from food poisoning would result from their cooking.

Treasurer's Report--Ross referred to his email about the FY 2023 Proposed Final Budget and January Financial Performance Summary. This version includes new elements that the Board discussed in January—increased compensation for Cindy and added income from revenue that should be realized by moving from a zero interest CD account to new funding. He added expected guestimates of revenue (guestimates of \$2,500 from two proposed fundraising events, along with costs of \$300). Included also are less conservative numbers in

dues—plus cost of special events, such as the Anniversary dinner at \$7,500, a volunteer recognition event at \$300, and a budget of \$1,500 for the holiday gift bags. All these expenses increase the expense budget to \$60,000. The result for the proposed 2023 budget is negative net income of a bit over \$10,000. This activity does not pose risk in the near term, but over the long term this model is not sustainable. Ross suggests increasing membership, seeking individual donations, and promoting fundraising as ways to offset the expenditures.

Ellen asked for questions or comments for Ross. Ross is comfortable with going forward with these numbers and presenting them at the Quarterly meeting in March. He also recommended that the Board ratify the budget. He moved that we accept the budget. Ross moved and Jane seconded that the budget should be accepted. The vote was unanimous and the 2023 budget stands as ratified.

On another matter, Ross has asked Helpful Village to put LBV's membership on suspension for this year. Ross proposed that LBV pay \$400 versus the total fee of \$1,000.

Executive Director's Report -- Cindy Waters referred the Board members to her January report. She reported that one couple has opted not to renew, but they may rejoin in a year. Cindy submitted her report to the Northern Virginia Village project that will be sent to the Virginia State legislature. She described Cooks on Call and the architects who do a home fit for aging in place.

Vice President's Report—Ellen thanked Liz for her work on the Nominating committee. Liz has some handwritten notes and information on the nominees that she will type up into a letter to the Board before sending it to the full membership of LBV. She would appreciate any comments.

Committee Reports

Communications Committee--Chair Jane Guttman noted that the February issue of *The Villager* will soon be distributed. Jane doesn't feel many people read *The Villager* and that no one looks at the website. Other Board members said they do read the newsletter and do use the website. She noted that she needs someone to replace Anne O'Neil who conducted all the interviews. She is hoping to get someone from the Village. Members suggested that the newsletter be promoted throughout the community. Perhaps someone could ask at the Quarterly Meeting about the numbers of members who read the newsletter.

Fundraising Committee--Chair Lisa DuBois touched base on the two ideas for fundraising events, the wine tasting and corn hole contest. She needs to ask Barb Selig about scheduling the wine tasting in May or June. She's working on possible dates. Rain dates are also needed. Cindy commented that she knows the Seligs very well. It has been Cindy's experience that the Seligs can take orders for bottles of wine. Their arrangements are through Arrowine in Arlington. All wines are good because they import wines only from France. The wine tasting would be held outside at Lisa's house plus Lark Lovering's home next door. Lisa will get the costs associated with the wine tasting and then decide the price of admission. A one-day license is needed if wine is to be sold; none if there is only tasting. All in the neighborhood would be invited.

Lisa is planning to ask LBA if they would co-sponsor the corn hole contest with the Village. If Lake Barcroft also co-sponsors, we may avoid costs of beach rental, which is not expensive and the deposit is returned if everything is cleaned up afterwards. If we rent the beach, we could advertise to the greater community to bring in people from outside Lake Barcroft. Sam offered to help with the corn hole event. He will ask his son for advice. Lisa suggested reaching out to Jake's Ice Cream store, some churches, and schools for help with advertising the event. Cindy suggested having food, such as hot dogs and sodas, available at the event. Prizes should be provided for the winners. Ellen complimented Lisa on having lots of big ideas!

Volunteers and Services Committee--Chair Walt Cooper was not in attendance.

Program Committee--Chair Walt Cooper was not at the meeting but he issued a report of February program activities via email. There are 13 remaining events in February, 17 in March, and 16 in April. Cindy said the calendar for February, March, and April would go out tomorrow.

Keeping in Touch--Chair Cathy Williams had no report.

Operations Committee--Chair Beth Auerbach had no report.

Technology Committee--Chairs Jane Guttman and Ross Kory had no report.

Old Business

Auditor's Report—Ross had nothing more to report.

Biennial Report

Sam said things are moving along.

Survey of present members

Ellen reported that the survey of present members will go out with the election ballots.

New Business

March Quarterly Meeting

Cindy confirmed that Becky Cranna will talk about her solar company at the March Quarterly Meeting to be held Monday, March 6, at 7:00 pm. Voting for members of the Board will be held at the meeting and there will be a ratification of the results. Cindy will count the mailed responses ahead of time and then add those numbers to the total of any received at the meeting. Ellen suggested that the vests be marketed at the Quarterly meeting. Orders can be taken, but items aren't allowed to be sold at the Governmental Center. Cindy offered to deliver vests to buyers and Ross will keep a case in his car. It was determined that the costs would be \$15 for members or 2 for \$25 and \$20 for non-members. Cindy will bring water and cookies for refreshments at the meeting. The speaker will have slides with her presentation, which will require assistance from a member having technical knowledge of Power Point. Cindy agreed to share information with Jane and introduce Becky.

Celebration of 10th Anniversary of the Village

Cindy updated the Board on the date of the Anniversary event which is June 3. Our deposit of \$500 to reserve the Waterfall Room at the 2941 Restaurant has been paid. She hasn't yet received the new menu for the event, so she doesn't know the exact costs.

New Business

Ellen asked if any new business should be brought up. Sam suggested that we may not need a 20-page Financial Management handbook. Ross agreed that the document is overkill in retrospect.

With no other business to discuss, Ellen asked for a motion of adjournment. Jane moved and Sam seconded that the meeting be adjourned at 4:33 p.m.

Respectfully submitted,
Sue Morse, Secretary

Next Board meeting – March 9 at 3:15 pm via Zoom