

Lake Barcroft Village
Meeting of Board of Directors
January 12, 2024
Minutes

A meeting of the Board of Directors was held via Zoom on January 12, 2024. The meeting was called to order by President Walt Cooper at 10:06 a.m.

Members Present: President Walt Cooper, Vice President Nazir Bhagat, Treasurer Ross Kory, Past President Ellen Raphaeli, Board members Lisa DuBois and Liz Gianturco, and Executive Director Cindy Waters (LBV). Secretary Cathy Williams joined late. **Absent:** Board members Elizibeth Boris and Jane Guttman.

The agenda for the meeting and the minutes of the November 9, 2023 meeting were approved.

REPORTS:

Unless otherwise noted, written reports, parts of which were highlighted or discussed during the meeting, were distributed to members of the board prior to the meeting. Copies are retained by the Secretary.

Treasurer's Report:

Ross stated that December 2023 had been financially a good month with a \$6500 positive balance

He noted that as had been planned at the beginning of 2023, we drew down our assets during the year by about \$10,000.00—the sum slated for the one-time expense of the Tenth Anniversary Dinner. The budget for 2023 had overestimated by \$6000 income from membership dues, but the shortfall was offset by a good showing in fundraising.

The largest line item in the 2023 budget--\$2500 for financial review—is not built into the 2024 budget as there is not really much benefit to the review for a small organization like ours.

Our biggest expense is the Executive Director's salary; next is insurance--\$2700. Both of these expenses are necessary.

Executive Director's Report:

Cindy noted that our membership continues to hover around 79-81. During 2023 we lost some members: three moved, one passed away, four didn't renew. We gained three new full members and seven social members. Also, two members moved but have retained their membership for the year. Currently we have 79 members and are awaiting 2 late renewals.

Participation in activities was down in December—only 60 participants in social events and those were primarily at the Happy Hour.

Cindy pointed out that we need more volunteers. There is not always a driver available when someone needs transportation in which case a member's need is not being met.

COMMITTEE REPORTS:

Communications: Jane's written report, summarized by Walt at the meeting, noted the need for article ideas for the *LB Newsletter* to replace what would have been a piece on the cancelled quarterly meeting. Walt is initiating a President's Column for *The Villager*.

Fundraising: Lisa reported that letters to prospective donors had been sent out. She recommended a second mailing in February to be followed by phone calls. Ross and Nazir both volunteered to assist with the phoning. Cindy noted the need to coordinate phoning to prevent inundating recipients with duplicate calls. Regarding future fundraisers, Lisa is looking at June 1 for our next wine tasting. Consensus is that a cornhole tournament is probably more useful for exposure than as a fundraiser; the returns may not compensate for the effort in organizing it. Lisa noted that restaurant fundraisers do not bring returns that compensate for the planning effort. She suggested our thinking about an "armchair fundraiser" as a good community-wide appeal that would offer exposure and hopefully elicit community support.

Programs: In the absence of an official Chair, Cindy continues to oversee Program Committee meetings while Cathy edits and formats the calendar for distribution. Cindy noted that both the Pilates sessions and the "Let's Discuss" gatherings have been temporarily removed from the calendar. The committee is looking into more outings, possibilities including a winery tour and a backstage visit to an area theater (perhaps, Signature).

Marketing and KIT: Cathy said that KIT will not be meeting in January; Marketing will meet later in the month.

Operations--AD-Hoc Committee on Bylaw Revision: Liz noted several issues: She said that the version of bylaws posted on the Village website is not current. Because the bylaws may be easily amended without even any special notice to the Board, the only way to research changes to the bylaws since the last full set was filed in Richmond in February, 2018, has been to review the minutes of all Board meetings since that date. Liz plans to call an in-person meeting of the ad-hoc committee* to review materials and outline concerns (*Chair Liz Gianturco, Beth Auerbach, Judy Hilton, Ross Kory, Sam Rothman).

NEW BUSINESS:

2024 Budget: Ross said the 2024 budget plans for revenue of \$30,000 from membership. The 2023 budget had anticipated \$33,000 revenue from membership, but we realized only \$27,000--a figure that, he said, is not sustainable. He suggested that we consider raising membership fees. Consensus, though, was to leave the fees unchanged for now.

Helpful Village is not included in the 2024 budget. Ross said that our offer of \$600/year to retain our membership despite our limited use of the program was not accepted. Ross and Cindy note that our records now are kept in Access. Cathy said there is a program that makes printing out reports from Access easier.

Action: Walt asked the Board members to look over the present budget and send comments to Ross. Ross will propose a 2024 budget at our February meeting.

Cathy questioned whether we might resume joint activities with Goodwin House, something pursued in the past. Cindy said that organizing joint activities now is difficult because Goodwin House leadership has been changing. However, Cindy suggests that we invite nearby Villages to our March Quarterly Meeting.

Action: Cindy will extend an invitation to Goodwin House to attend our March Quarterly Meeting.

Volunteer Appreciation Event: Nazir said he will coordinate that event.

Election of Officers: Present Board members whose terms are expiring are willing to run again, so creating a slate will be easy.

Action: Cindy will send out ballots.

Action: Walt will call a meeting of the Executive Committee to discuss Cindy's compensation.

Walt suggested that we honor Sam in some fashion for his long and valuable service to the Board, and he offered to create an appropriate certificate to recognize that service for presentation at the March Quarterly Meeting.

Next Board Meeting: February 8, 2024, at 3:00 p.m., via Zoom

Next Quarterly Membership Meeting: Thursday, March 28, 2024, at 7 PM, in person and via Zoom.

Motion to adjourn was made and seconded; the motion carried and the meeting adjourned at 11:25 a.m.

Respectfully submitted,

Ellen Raphaeli

acting for Cathy Williams, Secretary