

Lake Barcroft Village
Board of Directors Meeting
MINUTES OF 7 November 2019

A regular meeting of the Lake Barcroft Village Board of Directors (BOD) was held on 7 November 2019 at 3511 Duff Drive, Falls Church, Va. A quorum being present, the meeting was called to order at 3:04 pm.

Members present: Mary Margaret Flannery, Jane Guttman, Ron Karpick, Richard Morton, Shirley Timashev, Pedro Turina, Vic Utgoff, Cathy Williams, and Executive Director (ED) Cindy Waters.

Members absent: Ross Kory

Shirley asked that the topic of Longevity Explorers be added to the agenda.

The minutes of the 10 October 2019 meeting were approved as read.

Unless otherwise noted, officer and committee reports were distributed to board members prior to the meeting; a copy of each is retained by the Secretary. Summations and additions are provided in each category, below.

President's Report: Nothing to report.

Vice-President's Report: [No written report.] The Vice President heads up the nominating committee. In March 2020 BOD terms are ending for Pedro Turina, Vic Utgoff, and Jane Guttman. Additionally, Mary Margaret Flannery has stated her intention to resign at the end of one year of her term (March 2020), leaving a balance of one year on her position. Jane announced that she will run for re-election. Therefore, Vic will be seeking nominees for two 3-year terms and one 1-year term.

Action Item: To provide 60 days' notice to the Membership before elections, Vic will submit nominee names by the end of December.

If elected by the Membership, Jane is willing to continue as co-President with Richard if the BOD so votes.

Executive Director's Report: To date there are 70 Full Members, 18 Social Members, and 65 Certified Volunteers. In October there were 84 instances of attendance at events, and 14 requests for service.

Treasurer's Report: For the month of October total income was reported as \$625 and total expenses were reported as \$3767. Under Operating Expenses, the Helpful Village User Fees entry of \$80 (which includes a \$1 electronic transaction fee) is incorrect and is based on erroneous information from Helpful Village. This error is covered further in the Operations report.

New Business:

Reorganization—Jane raised the question as to whether or not BOD work would benefit from committee reorganization. After some discussion board members were asked to provide their thoughts to Richard and Jane in the intervening weeks so that further discussion can take place at the December BOD meeting. In formulating their ideas members were asked also to consider whether and how to incorporate Village groups and activities that do not currently fall into a committee purview. Examples of these are participation in LBA activities, the symposia, the Keeping In Touch group, and the Notebook Project.

Washington Area Villages Exchange Conference—The conference is 14 November in Arlington. Jane, Shirley, Cathy, Cindy, Mary Margaret, and Richard will attend. Technology is one focus of the conference; it generated the suggestion that the Village offer IT workshops to Members on a regular basis. No final decision was made.

Committee Reports:

Operations—The Village received its first monthly invoice from Helpful Village. The invoice, intended to be based on the current number of Village members, is incorrect. The error is part of the imperfect process of incorporating Village data into the Helpful Village management system.

Cathy moved that Cindy be asked to begin using the Helpful Village system in tandem with our current database system, to troubleshoot data conversion glitches where she can, and to let the BOD know if the transition becomes too cumbersome, too time-consuming, or too ineffectual. The motion was seconded. The motion passed unanimously.

Communications—The quarterly *Villager* has been published. The article for the December LB Newsletter will be on social isolation.

Fund Raising—[No written report.] An appeal for year-end donations was published in the LB Newsletter. Shirley and Vic will send an email to Members to remind them that they could make a year-end charitable donation to the Village as a part of their IRA required minimum distribution.

Dogfish Head Alehouse has not responded to Cindy's three attempts to apply for a fundraising event.

Programs—Cathy suggested that a VICAP (Virginia Insurance Counseling and Assistance Program) representative give a presentation at the September 2020 Quarterly Meeting. VICAP helps with resolving insurance claims or billing problems and filing for benefits.

Membership—Vic submitted two ideas for membership generation, one involving using Lake Link and one involving an informational meeting. He would like BOD members to think about them and be prepared to make decisions on them at the December meeting.

Richard left the meeting at 4:30pm.

Volunteers and Services—[No written report.] Pedro met with the Justice High School Honor Society counselor who agreed that students helping-out with the Village was a good opportunity to gain community service credits. They will meet again to discuss details of how and where.

Richard had previously offered his house as a location for a volunteer appreciation event in January.

Action Item: Jane will confirm with Richard that using his house for a volunteer appreciation event in January is still feasible.

Speakers—The speakers for the 18 November symposium are set.

The BOD was reminded that Membership voting takes place at the March quarterly meeting and voting ballots must arrive sixty days in advance.

Longevity Explorers—At the September Village to Village conference Shirley learned about the Longevity Explorers program. This program uses the nexus of aging and technology to help seniors get the most benefit from technology developments at the same time that it helps product developers refine their output. Interested persons form "Circles" of about 40 members who meet monthly to discuss

technology-related problems or solutions. Shirley is interested in ascertaining the potential level of interest for this in the Village. She expects to be able to report back to the BOD in December or January.

Shirley moved that the BOD approve herself and Ron to explore the feasibility of establishing a Longevity Explorers Circle in the Lake Barcroft Village. The motion was seconded. The motion passed with 6 Yeas and 1 Nay.

Next Quarterly Membership Meeting: Monday, 18 November 2019, 7:00pm, Mason District Governmental Center

Next Board Meeting: Thursday, 12 December 2019, 3405 Rustic Way Lane

The meeting was adjourned at 4:48pm.

Respectfully submitted,

Mary Margaret Flannery
Secretary