

LAKE BARCROFT VILLAGE, INC.

Minutes of the Board of Directors Meeting
July 18, 2013

Attending: Moya Atkinson, Carol Bursik, Ann Cook, Dawn Donald, Stuart Feldstein, Dale Gianturco, Carl Neuberg, and Sam Rothman. Janet Hall and Bill Cook attended as guests.

The meeting convened at 3:00 pm in the Woodrow Wilson Library.

Approval of Minutes

The minutes of the July 3, 2013, meeting were approved as amended. There was one "no" vote.

Treasurer's Mid-Year Report

Dawn distributed the Profit and Loss statement from January through June 2013 as well as a comparison of the budget to the actual income and expense figures. Our current bank balance is approximately \$37,000.

Report of the Village Coordinator

Moya reported that the number of requests for services from our members has steadily increased in recent months. She shared a chart showing 16 requests in May, 12 in June, and 15 to date in July. The total number of requests since January 2013 is 85.

Business

Dale laid out the plans for delivering the 2012 Annual Report of the Village to all homes in Lake Barcroft during the period of July 25-31. The effort is organized by section, with volunteers assisting team leaders, who in most cases are members of the Board of Directors. Each report includes a form and a stamped return envelope to enable residents to join the Village, to become volunteers, or to make a donation to the Village. Moya will create lists of volunteers by section so that team leaders can engage their support.

Dawn met on Monday with a task group and Dale to revise the Village brochure and incorporate more photos. A draft of the new publication will be available at a future meeting for review and comment.

Janet Hall delivered books of tickets to the First Annual Auction and Dinner on Tuesday, September 10, 2013. Seating will be assigned to tables of 10 people. Tickets contain the bidder number for the auction and must be completed with the attendee's name, phone and e-mail address. We need to complete our ticket sales by August 20 to give the restaurant an exact count of guests. Janet distributed a revised plan for all aspects of the event, including milestones, tasks, and individual assignments.

Dawn presented a detailed comparison of three companies who can provide credit card services during the auction. Based on her analysis, Dawn recommended using Flagship Roam Play. Final approval was delayed until the next Board meeting.

Carl asked members of the Board to update the document "Committee Roles and Responsibilities" as well as the committee organization chart. Information should go to Carol by Tuesday, July 23, so that it can be posted to the web site.

Our next general meeting will be on Monday, July 29, at 7:00 pm in the Mason District Governmental Center. The meeting is open to Village members and all residents of Lake Barcroft for a discussion on emergency preparedness presented by Judy Howell from the Fairfax County Emergency Response Team. Carol, who is in charge of logistics for the meeting, passed out assignments for helping to set up and break down the meeting room.

Carol reported that the Membership Committee is actively working to help members get to know each other on a personal level through small group gatherings this summer. On August 10 there will be a members-only Island Party to bring all of the small groups together. At the July 29 meeting the committee will have a chart showing our numbers when the Village began, compared with current membership and our goals for 2014. The committee is working on a list of benefits of joining the Village, a one-month fee discount for each new member brought to us by a current member, a member evaluation of how we are doing, and focus groups for non-members who have been attending Village events. Board members felt that visits to non-members might be more effective than focus groups. They also asked for feedback on the small group gatherings, including the number of events and how many people attended.

Carl announced that he will invite committee co-chairs to the next Board meeting to share what they have been doing and to foster coordination and communication among committees.

At our August 22 Board meeting we will resume our discussion of the concept of associate membership. Stuart will introduce the idea in general terms at our meeting on July 29.

Carl asked for input on identifying a new director to replace Sunny Greene, who resigned in early July. The Board unanimously approved the nomination of Clyde Williams, who was on the ballot when the directors were elected in March 2013.

Regarding the search for a new Village Coordinator, Ann reported that the selection committee had completed seven interviews and has two more scheduled for July 22. She stated the committee would be prepared to refer several names to the Board by noon on July 23 for the final selection. It was decided that the committee would refer one or two names if both are strong candidates.

The next meeting will be July 25 at Carl's home at 3:00 pm to interview the final candidates. The meeting adjourned at 5:05 pm.

Respectfully submitted,

Carol J. Bursik, Secretary