

Lake Barcroft Village, Inc.  
Minutes of the Regular Meeting of the Board of Directors  
August 10, 2017

Attendance: Jane Guttman, Nancy Mattson, Richard Morton, Sam Rothman, Pedro Turina, Vic Utgoff, Peg Veroneau

Call to order: Vice President Nancy Mattson convened the meeting at 3:10 p.m.

Minutes: The minutes of the July 2017 meeting were approved

Treasurer's report: the Treasurer's Report was approved with the Board's consensus that the current report format, rather than the Quick Books formats, was more suitable for our purposes.

Peg reported on a conversation she had with Nadim Salti regarding questions posed by Ron and Jane. He explained some of his methodology with respect to reviewing financial practices. He will not prepare any new systems --- just wants to be assured that the Village is in compliance with the policies it has in place. Vic moved to approve engaging Nadim for a review; Jane seconded the motion, which was unanimously approved. Action will be taken when Ron returns.

Committee reports

Communications. The current *Villager* has been distributed except to members who receive documents by regular mail. Cindy will do the mail-out after she returns from vacation. Jane will interview Anne O'Neil for a piece in the next edition of the *Lake Barcroft* newsletter.

Programs. The August-October calendar of programs has been circulated.

Volunteers. The picnic honoring volunteers is scheduled for Sept. 9 (rain date Sept. 10) at Beach 5 from 3-5 p.m. Pedro confirmed that the budget for this event is \$500. Board members will provide desserts.

Fundraising. Peg and Sam recapped the meeting with professional fundraiser Paula Rothenberg, mentioning a few suggestions that seemed appropriate for the Village. Although Cindy will take the lead temporarily, we will need a permanent fundraiser. Jane suggested contacting GMU to locate a student majoring in marketing (or similar discipline) for possible fundraising support. Sam will check with the Fairfax County Agency on Aging to see if it has any referrals or other fundraising resources. The Business and Professions Committee should be a Fundraising subcommittee. Cindy will pick up the B & P slack until we have a permanent leader.

Membership. Priscilla and Vic have evaluated the age distribution data regarding 65/older residents. The objective is to identify a category of Lake Barcroft residents who can be recruited for membership. Cindy will examine the data to determine how much information is current. Jane observed that a potential recruiting feature is that the Village is the only Lake Barcroft organization that offers social activities exclusively for men.

Old Business:

Document retention and destruction policy was discussed, including the timing of destruction

after the expiration of the retention period and the need to identify where the responsibilities for destruction of various categories of documents lie. Richard will revise the policy statement in anticipation of a September vote.

PA system replacement. In his shopping inquiry for a new amplifier Pedro spoke with Carl Neuberg, who informed that he could acquire the necessary equipment for approximately \$250. Sam moved that the Board authorize Carl to purchase a new amplifier for an amount not to exceed \$300. Jane seconded the motion, which passed unanimously.

Bylaws revision. Sam reported that he has completed a first draft of all but one article of the bylaws. Before presenting a completed draft to the Board he will solicit comments from Jane and Stuart Feldstein.

Event notice signs. Richard will work on signage to announce events.

Village brochure. Jane will take the lead in revising the brochure. Vic, Peg and Sam offered to assist.

Atul Gawande's presentation. Ron had suggested that Vic look into the possibility of arranging for interested LBV members to gather and watch a live simulcast featuring Atul Gawande talking about ideas from his latest book, "Being Mortal." Unfortunately, the simulcast coincides with the next Village quarterly meeting, and the Board agreed that moving that meeting or fitting in the simulcast would be impractical. However, there is already a *Frontline* program in which Gawande talks about ideas from the same book that could serve the same purpose. It was agreed that Vic would refer the idea to the Programs Committee; if it agrees to pursue this alternative, Vic will arrange to project the program on a large screen.

### New Business

Richard noted that Sept. 10 is Grandparents Day. The Board opted not to observe the day as a Village event.

Jane suggested consideration be given to adding Keeping in Touch for Caregivers as a Village service.

Meeting time change. The Board discussed changing meeting days and time and by consensus decided to denote the second Monday of the relevant months for quarterly meetings effective in 2018. The quarterly meeting dates in 2018 will be March 12, June 11, September 10 and November 12. Action to change the Board's meeting was deferred until all members are present.

Meeting adjourned at 4:40 p.m.

Next meeting: 3:00 p.m. Thursday, September 14, 2017 at the Mason Governmental Center.

Respectfully submitted,

Sam Rothman, Acting Secretary

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