

**Lake Barcroft Village**  
**Board of Directors Meeting**  
MINUTES OF 13 FEBRUARY 2020

A regular meeting of the Lake Barcroft Village Board of Directors (BOD) was held on 13 February 2020 at Mason District Governmental Center, 6507 Columbia Pike, Annandale, Va. A quorum being present, the meeting was called to order at 3:17 pm.

**Members present:** Mary Margaret Flannery, Ron Karpick, Ross Kory, Vic Utgoff, Cathy Williams and Executive Director (ED) Cindy Waters.

**Members absent:** Jane Guttman, Richard Morton, Shirley Timashev and Pedro Turina

**Guests:** Ellen Raphaeli and Linda Woodrow

The minutes of the 9 January 2020 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:** [No written report.] Co-Presidents Jane and Richard were absent from the meeting.

**Vice-President's Report:** [No written report.] The BOD nominating committee chaired by Vic recruited Bethami Auerbach, Ellen Raphaeli and Linda Woodrow to run for three-year Director positions. Jane Guttman agreed to run for the one-year balance of the term vacated by Mary Margaret Flannery. From the recruitment experience Vic formulated a set of talking points on "Reasons to Become an LBV Board Member" that may be helpful for future recruitment.

**Executive Director's Report:** Cindy reported that as of 31 January the Village had 60 Full Members, 20 Social Members, and 65 Certified Volunteers. Since that date two Full Members have renewed their memberships. Cindy also reported that she knows of specific potential new members. Total participation for January events was 85. In January there were 8 requests for service.

Cindy recently attended a WAVE meeting at which she participated in a technology discussion on Helpful Village (HV) software. The evaluations of HV were mixed. Thus far Cindy is finding that in her use of it for the Village it is functioning awkwardly; she is continuing to work with it.

Cindy let the BOD know that she has begun talking with the Executive Director of the "village" At Home in Alexandria (AHA) about the possibility of working jointly to engage a case manager at Virginia Hospital Center. She noted that 2/3 of AHA membership is in their social category.

**Treasurer's Report:** Ross presented a detailed budget proposal for 2020. To do this he had to make a few forecasts such as: A sustained membership of 88; donations of \$12,000; higher fundraising revenue as well as higher operating expenses. The total proposed budget for 2020 suggests \$49,760 in Income and \$60,502 in Expenses for a deficit of \$10,742 which is affordable from the January 2020 cash balance of \$87,890. In all, Ross's proposal added potential new spending with a view toward improving Village services, visibility and attractiveness to potential members.

Ron moved that the BOD approve the 2020 budget as proposed by Ross. The motion was seconded. The motion passed unanimously.

Actual numbers for the year 2019 were \$51,288 in Income and \$52,345 in Expenses, for a loss of \$1,057. This \$1,057 was \$9,493 less of a loss than budgeted.

The month of January 2020 saw \$6,150 in Income and \$3,498 in Expenses.

### **Committee Reports:**

Operations [No written report.] Richard was absent from the meeting.

Communications Jane was not in attendance but her written report stated that the Village will have two articles in the March LB Newsletter, and that the February issue of *The Villager* is complete. She has updated the Village website with information on the BOD candidates and with links to related sites and resources.

Fund Raising [No written report.] Shirley was absent but Cindy talked about two fundraising endeavors in which she's involved:

Lisa DuBois and Chrissy O'Donnell will again sponsor a fundraiser ("Share the Love") at Lisa's house on 20 February. Suggested donation is \$20 per person, and Chrissy and Lisa will match donations up to \$500.

Cindy will begin surveying local businesses that might be willing, with a \$500 contribution, to become official LB Village sponsors. They would be announced on the Village website and in *The Villager*.

Programs In addition to her written report, Cathy noted that her church will be available in May as a location for the Antiques Roadshow-style event. She suggested an event open to all of Lake Barcroft, with a \$5.00 entrance fee. Cindy will look into engaging two local appraisers. Once their availability is determined the Anniversary Lunch at 2941 can be set as either May 16 or 23.

Membership [No written report.] Vic had nothing further to report.

Volunteers and Services [No written report.] Pedro was absent from the meeting.

Speakers Ron reported that for the 9 March Quarterly Meeting the speaker will be Trudy Marotta who has been trained by AARP on techniques in avoiding fraud and identity theft. He asks for suggestions for the June Quarterly Meeting.

Ron is considering ways to incorporate the topics of the Notebook Series into the Speaker program and other monthly activities.

Ron will work with two others on an orientation for new Village members.

### **Old Business:**

Reorganization— Will be discussed at the BOD retreat on 12 March.

*Action Item—Vic will ask Richard to send the proposed BOD committee reorganization and related comments to the new Board members in anticipation of the 12 March meeting.*

**New Business:**

Retreat— Will be 10am to 4pm on 12 March at Woodrow Wilson Library.

Next Quarterly Membership Meeting: Monday, 9 March 2020, 7:00 pm, Mason District Governmental Center

Next Board Meeting: Thursday, 12 March 2020, 10am-4pm, Woodrow Wilson Library

The meeting was adjourned at 4:39 pm.

Respectfully submitted,

Mary Margaret Flannery  
Secretary