

LAKE BARCROFT VILLAGE, INC.

Minutes of the Board of Directors Meeting
September 11, 2014

Attending: Carol Bursik, Dawn Donald, George Erikson, Stuart Feldstein, Jane Karpick, Nancy Mattson, Adele Neuberg, Carl Neuberg, Sam Rothman, Bob Schreiber, Cindy Waters, and Clyde Williams.

Clyde called the meeting to order at 3:05 pm at the Mason District Governmental Center.

Minutes: The Board reviewed the minutes of the August 7, 2014, meeting.

Motion: Stuart moved to approve the minutes as amended, and George seconded. Motion passed.

Treasurer's Report:

Prior to the Board meeting Dawn distributed electronic copies of the Profit and Loss Detail for August, the Profit and Loss Budget Performance through August, and a Reconciliation Summary for the checking account. We currently have \$54,455.97 in the checking account.

Motion: Stuart moved and George seconded that we accept the Treasurer's report. Motion passed.

Executive Director's Report: Cindy stated that we have 85 members, with one pending renewal that will be completed soon. There are 80 active volunteers helping with requests for services and social outreach. Cindy met with Julie for several training sessions beginning August 12 and moved the office to her residence on August 28. Cindy has been getting acquainted with office procedures and familiarizing herself with the database.

Committee Reports

Programs (Nancy): The committee met yesterday, and Deenie McKay has joined the group as co-chair. The museum shuttle will resume service on the fourth Thursday of the month, beginning September 25. The McLaughlins will host a wine tasting at their home on September 20 from 5:00-7:00 pm. The next installment of the Notebook Project will be two sessions on smart driving presented by AARP on September 30 and October 1.

Communications: No report.

Membership (Adele): Two couples have received information on membership and are considering joining.

Planning: No report.

Volunteers/Services (Jane): The committee worked on the summer social, which took place on September 6 and was a great success. Jane and Donna Sanger met to coordinate their efforts with the two aspects of the committee. Adele, Moya, Jane, and Cindy will be meeting with the Fairfax County Office on Aging regarding respite care.

Fund Raising: Adele reported that plans for the auction are moving on schedule. Tickets may be purchased online, although paper tickets are available for people who do not want to purchase over the Internet. The catalog is also online and accessible through the Village home page.

Committee representatives met at the Unitarian church yesterday to do a walk-through of the venue.

Dawn said that representatives from 8-10 businesses plan to attend a social for the Business and Professional Club on Friday, September 12, at Louise Ziebell's home. The event is to thank them for their support of the Village and to encourage them to continue their participation in the club. We will ask the members for suggestions of other businesses that might like to become involved with the Village.

Old Business:

Annual Report: There has been no progress on the annual report.

Tax Deductibility of Dues: Bob represented the committee that has been researching the portion of the Village membership fee that could be considered tax deductible. He summarized the methodology for calculating the value of services provided to members and the amount that might be reasonably subtracted from the membership fee to arrive at a deductible amount for single and dual memberships. He shared a draft proforma letter that could be sent to members to use in preparing a revised 2013 tax return. Other villages in our area show a wide range in the percentage of fees that are tax deductible, and we do not know how they make their calculations.

After discussion of how to deal with the issue, the Board decided to take some more time to decide what information would go out to our members. The bottom line is to advise members to consult with their personal tax advisors. The directors who will be attending the National Village Gathering in late September will try to obtain more information about tax deductibility from colleagues in other villages.

Scheduled Meetings: The next Village meeting will take place at the Mason District Governmental Center on September 15 and will focus on volunteering. Small groups will discuss the volunteer experience from the perspective of both the giver and the receiver and will respond to specific questions on how to improve the volunteer program.

Retreat Update: A retreat for Board members and committee chairs is planned for November 20 from 1:00-5:00 pm at Goodwin House. Rick Uritus, our facilitator, recently met with Adele, Sam, and Carol to consider the purpose and goals of the retreat. Adele will e-mail the agenda once it has been finalized.

Articles of Incorporation: Carl reported that he has been researching the Code of Virginia on 501(c)3 organizations and talking with outside attorneys on how to amend the Lake Barcroft Village Articles of Incorporation to allow for multiple classes of membership. We would need to change Article IV from "one class of membership" to "one or more classes of membership." The change would require recommendation and approval by 2/3 of the Board and a vote in favor by 2/3 of the membership. If passed, we then would register the amended version with the State of Virginia. Introduction of a new class of membership, such as associate membership, would then require a separate vote by the members.

Motion: Stuart moved that we amend Article IV of the Articles of Incorporation to read "one or more classes of membership." Adele seconded. George amended the motion to state that the membership will vote on creation of any new classes of membership. Motion passed.

Associate Membership: Sam distributed a proposed motion regarding establishment of a new class of membership to be known as "Associate Membership." The Board discussed the timing of the new class vis-à-vis amendment of the Articles of Incorporation. It was decided that we would complete amendment of the Articles first and deal with associate membership second. Adele recommended that we work through the changes this fall so that decisions will be in place before the renewal period begins for 2015 memberships. Stuart agreed to draft a letter to the membership explaining the process.

LBV Handbook: Stuart reported that he sent out a draft of the new handbook, which combines information from the Member Handbook and the Volunteer Handbook into one publication. He asked that all Board members and committee chairs take a look at it and send him changes or suggestions.

New Business:

Lakebarcroftvillage.com: The current domain name for the Village is lakebarcroftvillage.org. We do not have a .net or .com domain name but perhaps we should look into securing those so that no one else opts to use them.

Business Cards: Dawn has ordered business cards for Cindy as Executive Director.

Cindy mentioned that the Village to Village Network is seeking matching funds for a \$40K grant. We decided to discuss this after the National Gathering at our October meeting.

Adjournment:

Motion: George moved and Carol seconded that we adjourn the meeting at 4:50 pm. Motion passed.

The next meeting will be October 9 from 3:00-5:00 pm at the Mason District Governmental Center.

Respectfully submitted,

Carol J. Bursik, Secretary