

Lake Barcroft Village, Inc.

Minutes of Regular Meeting of the Board of Directors

March 10, 2016

A Regular Meeting of the Board of Directors of Lake Barcroft Village, Inc. ("LBV" or the "Village"), was held on Thursday March 10, 2016 at Mason District Governmental Center, Falls Church, Virginia commencing at 3:12 pm.

ATTENDING

All of the members of the Board of Directors, except George Erikson, Richard Morton, & Sam Rothman, were present and constituted a quorum for the conduct of business. Additional attendees included the board nominees – Jane Guttman, Ron Karpick, and Peggy Veroneau. Cindy Waters, LBV Executive Director, was also present.

Stuart Feldstein, LBV Co-President, chaired the meeting and Carl Neuberg agreed to act as secretary to record the minutes.

MINUTES

The proposed minutes of the February 1, 2016 Board Meeting were unanimously approved as amended.

TREASURER'S REPORT

Carl Neuberg, LBV Treasurer,

The conversion increases LBV's staffing compensation cost approximately \$240 a month for FICA (Social Security payroll tax & medicare) plus \$35 a month for ADP payroll services totaling approximately \$3400 per year. Carl noted that the 2016 Budget had allocated an additional \$3,500 for these increased compensation expenses.

Both a brief and detailed profit and loss statement were provided for review.

Parting comments/suggestions from the treasurer

- Officers/committee chairs prepare their leadership notebooks with information about their position/committee to be passed on to their respective successors.
- New board to establish an Advisory Council to include retired board members
- Revisit associate membership in near future; many interested neighbors were "left behind".
- Reduce membership dues by \$50 (individual) and \$100 (couple)
- Work to accomplish goals discussed at the 10Dec 2015 meeting.

EXECUTIVE DIRECTOR'S REPORT

Cindy Waters, Executive Director, gave the ED's report. Total number of members to date is now 85. Priscilla and Egon Weck have joined. Cindy met with Adi and Pervin Davar; although they expressed interest in joining, they have decided to hold off for now.

Cindy shared that *Keeping in Touch* is becoming a reality; Louise Ziebell, Sheila Wayman, Jane Guttman, Adele Neuberg and Cindy met to consider how to proceed. Cindy drafted a message to all referencing the recent "snowmageddon" and suggesting that the village would like to work with all members to improve our communication with one another. This message will be shared in the next LBA newsletter article. Additionally, a membership phone tree is being created to help members keep in touch.

Cindy asked if we wanted to host another volunteer BBQ in the summer; everyone agreed that this event (or something similar) should occur annually.

ANNUAL PLANNING CALENDAR

Adele Neuberg, Co-President, discussed the Annual Planning Calendar and related matters. Various amendments and proposed changes to the calendar were discussed and agreed upon.

COMMITTEE REPORTS

Programs Committee

- A Computer Security program of things you can do to protect yourself is scheduled for Saturday May 15 at the home of Terry Stone.
- Calendar of future events was distributed.
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Membership Committee

- In an effort to reach out to others in LB, letters will be sent to neighbors who have attended one (or more) LBV events asking them to give us a call to talk about their experience with the village.
- An overall list of ideas generated by and for the membership committee was shared; Adele asked for input/suggestions as well as willingness to help.

OLD BUSINESS

Documents and Records Retention Policy

Stuart Feldstein, Co-President, and Cindy drafted an LBV documents and records retention policy. Board members are asked to review prior to the next board meeting. Jane Guttman asked if our village computer data is secure; Cindy assured us that backup occurs daily both in the cloud as well as on an external hard drive.

Database research

Richard Morton has begun research. Due to illness, he was not able to attend the meeting; he will share his findings at the next board meeting.

LBV Anniversary Party

Adele asked for additional help for the party; she will send the list of tasks to be done.

NEW BUSINESS

Fundraising plan for 2016

To be presented and discussed at the April meeting

March 21 Village Meeting

- Voting process will be handled by Cindy + 2 other people
- Presenter for program on Home Fit will be Jane ???, vice president of AHA!. This program has been presented and well received in other venues in Northern Virginia and DC.
- Clyde and committee will handle the logistics for the meeting
- Presenter will contact Carl for projection and audiod requirements.

Celebrating our nonagenarians

- A few ideas were shared → special cake + recognition at the Anniversary Party; a special annual celebration party
- Jane Guttman, Dawn Donald, and Adele Neuberg will meet to generate additional ideas for celebrating

FOCUS TIME

The overall work plans were shared and discussed briefly. Stuart emphasized the importance of having board members review the plans which are specific to their role with the Board and village.

ACTION ITEMS LIST

- Dawn Donald – will document policies approved by the board as well as outstanding issues from March 2015 to March 2016.
- Dawn Donald will prepare a fundraising plan
- Richard Morton will research Club Express and how it might support LBV
- A committee will consider ideas to celebrate our nonagenarians
- Board will consider establishing an Advisory Council, which would include “retired” board members

ANNOUNCEMENTS

A special meeting to elect officers will be held on March 31, 3 pm at the home of Dawn Donald, 6333 Lakeview Drive.

The next regularly scheduled board meeting will be April 14, 3 pm at Mason District Governmental Center.

ADJOURNMENT

The meeting was adjourned at approximately 4:40 PM.

Respectfully submitted,

Carl Neuberg

Meeting Secretary