

LAKE BARCROFT VILLAGE, INC.

Minutes of the Board of Directors Meeting
October 24, 2013

Attending: Carol Bursik, Ann Cook, Dawn Donald, George Erikson, Dale Gianturco, Carl Neuberg, Sam Rothman, and Julie Uritus.

Carl called the meeting to order at 3:00 pm at the Mason District Governmental Center.

Minutes: The Board reviewed and approved the minutes of the October 10 meeting.

Treasurer's Report: Dawn reported that the Village has a balance of \$48,600 in the bank; a bill of \$680 for the new copier is outstanding. Dawn distributed a list of anticipated expenses through the end of December 2013. After covering these bills, which total about \$13,000, we will begin the new year with a projected balance of \$35,000.

Dale reminded us that last year the Board of Directors approved a financial policy document, which stipulates the minimum and maximum cash balance for the corporation. We need to review the standards to ensure that we are in compliance and make revisions as necessary. Each director and the Village Coordinator should have a copy of the policy.

We decided that Dawn would prepare an itemized list of annual expenses to present to the members and inform them of how Village money is being spent.

Dawn will work with the Strategic Planning Committee to develop a budget for 2014. The committees will need to prepare requests for their financial needs for next year.

George will give up his position as liaison to the Programs Committee in order to participate in the strategic planning group, which Dale leads. Ann will serve as co-chair of the Programs Committee for the near term as Jean Webb can no longer fill that position.

Village Coordinator's Report: Julie prepared a report of the Request History by Assistance Category from January 2013 to date. The service description for each request gives valuable information on how our services are being used. We have four new members: Phyllis Heffern, Kaye and Ross Kory, and R.R. Fleischbein. Julie will coordinate with the Membership Committee to make sure they receive a welcome from us.

Julie related that it is sometimes difficult to find a volunteer to fill a service request, because people are busy or away from the area. She is seeking anecdotal feedback from members on their experience with the Village. She recently arranged for Renee Gholz to share her personal story; with her permission, it will appear in the new brochure and on the web site.

We discussed ways to encourage the committees to communicate with each other and work together. We have invited committee co-chairs to attend the leadership retreat/workshop on November 14, and we will request that they take minutes of their meetings and post them to the web site. Harriette Kinberg coordinates and posts information for the Village calendar; we will assure that we inform her of all Board, Village, and committee meetings by the end of next week.

Auction: Dawn presented the highlights of a committee meeting on the lessons learned from the Village Dinner and Auction. More individuals need to be involved in planning and carrying out the event next year, and the duties need to be divided among committees. Other topics included the venue, parking arrangements, free software to manage the auction items and bidding, the number and type of items offered, and ticket pricing. We need to identify a chair and begin looking at venues now. There will be an all-call to Village committees to help with this effort.

Consolidated notes from Janet Hall and others plus a timeline will be passed on to the next coordinator.

Leadership Retreat/Workshop: The retreat/workshop will take place on November 14 in the media room at Goodwin House from 1:00-5:00 pm. Participants will be the directors, committee co-chairs or their representatives, and other individuals who have worked on large projects for the Village. Julie, Sam, and Carl will work with our facilitator, Mary Jane Bullen, to plan the agenda and the interaction among the participants. We will address three main questions: What is working? What needs attention or change? How can we address what needs attention or change?

Anniversary Party: There will be an anniversary party for members and volunteers on January 12 at Goodwin House from 5:00-8:00 pm. We expect to host 90-100 people for a buffet dinner, drinks, and dancing. Goodwin House will prepare most of the food and share the cost with the Village. An ad hoc committee will be working with others to handle such things as invitations, decorations, dessert, and music. We anticipate the cost to the Village to be under \$2,000.

Associate Membership: Since there are a number of unresolved issues with associate membership, we need to create a decision tree and a timeline for moving forward. At this time, the plan is to present a proposal to Village members in January followed by a vote in March. If passed, associate membership would be available on October 1, 2014.

Carl shared the matrix he created several months ago of possible membership categories, costs, and benefits. We again discussed how much of the membership fee would be tax deductible for the categories of members who receive no services. We need to research this with regard to IRS rules and then make a determination of the value such members receive. In the end, associate members will need to consult their tax advisors on the amount of any tax deduction.

Dale suggested that we carry the Lake Barcroft Village banner in the Halloween parade on Sunday, October 27, as had been done at the 4th of July parade as part of our ongoing effort to obtain publicity and to interest younger members in the Village. Carl asked all directors to participate. Julie will contact Jean Meyer to let her know we want to march in the parade.

Renewal notices for 2014 will be going out in early November.

The meeting adjourned at 5:00 pm. The next Village meeting will be Tuesday, November 5, at 7:00 pm at the Mason District Governmental Center. The next board meeting will be December 12 at 3:00 pm.

Respectfully submitted,

Carol J. Bursik, Secretary