

Lake Barcroft Village, Inc.
Minutes of the Regular Meeting of the Board of Directors v4 Final
Mason District Government Center
November 9, 2017

Attendance: Jane Guttman, Ron Karpick, Deenie McKay, Richard Morton, Sam Rothman, Pedro Turina, Peg Veroneau, Priscilla Weck, Vic Utgoff and Cindy Waters. Hugh McKay

Call to order: President Ron Karpick convened the meeting at 3:00 PM.

Minutes: Peg moved that the minutes of the September 14, 2017 LBV BOD meeting be approved and Vic seconded.

Treasurer's Report: Peg

Review Update: The Board discussed the review of the LBV financial process from Nadim Salti. This review fulfills LBV's responsibility to the LBV membership that our finances in the past two years have been handled responsibly. A copy will be retained by the President, the Treasurer, the Secretary, and the Executive Director.

Financial Update: Peg. See Attachment 1. A board discussion yielded the following guidance on the date to report income and debits:

- When a check is received
- When a debt is paid
- Nadim Salti will work with us to develop a Financial Policy, so that there is clarity of responsibilities and definitions.

The Board reviewed the current CD rate of 0.1%. We should look into a higher rate; however, it was noted that higher rates usually require longer CD terms and larger amounts of money.

Presently Peg has both a credit and debit card in the Village name. The debit card is used most of the time and is handy to have.

Insurance Review: Peg. Our insurance is current, paid up and is less expensive than last year.

Executive Director's Report: Cindy.

A template for the Holiday Card was presented for signatures of the Board.

Cindy will draft a letter to the present B&P group, explaining our change in designation of this group and solicit donations.

Current Membership/Volunteer Status

Members: Total to date: 85 (Ilona Szemzo has chosen not to renew her alumna status but will remain a volunteer)

Certified Volunteers: 84

Events for October 2017

Silver Foxes luncheon – FDB Eatery – 6 members

Spanish Conversation – not held this month

Co-ed luncheon –Mark's Duck House – 10 members + 2 guests = 12

Stretch and Balance – 18 total for month

German Conversation – 4 members + 2 guests = 6 total

Happy Hour – 18 members + 5 guests = 23

Village Coffee – 7 members

Total event numbers = 72

Request by Assistance Category for October 2017

Computers and Technology – 1

Transportation – 6 (one unable to fill; one cancelled)

Referral - 1

October WAVE Meeting Review:

The topic was Hoarding. The ED breakout group discussed member recruitment with no solutions forthcoming.

Annual Village to Village Meeting Cindy attended sessions regarding:

- Fund raising
- How to push boundaries of membership location
- Tiers of membership: General, Associate/ Social and Gateway
Social members of one Village do not have full benefits but can deduct from taxes \$200.00 of their \$250.00 donation
- All Village events are not open to non-members. There are Members Only events.
- There should be something tangible to give members, such as a coupon book.

The Board discussed non-member participation in LBV Events. Cindy will draft a document relating to define which social activities should be Members Only and which will be Open to All. The LBV Annual Meeting is open to everyone. Official care givers to members should be allowed to attend activities with the member.

Committee Reports:

Operations: Sam, By-laws

Sam presented the latest version of the By-laws to the Board. He noted that the Articles of Amendment need to be revised.

- The By-Laws do not envision "one or more categories of membership"
- Board members nominated are to be confirmed by majority vote at the Annual LBV meeting.

Ron indicated that the Board's vote on the By-Laws would be deferred until after Sam sent the updated version and related articles to the Board for review.

Document Retention and Destruction Policy: Richard presented the latest version of this Policy. Cindy noted that the recent changes were based on Federal and State laws and those of the ADP policies.

Peg recommended the Board accept the Document Retention and Destruction Policy and Jane seconded. The Board approved the Policy and thanked Richard and those who assisted him for completion of this important task.

Communications: Jane

Lake Barcroft Newsletter

Subject matter for November 15 deadline will be information about the presentation on November 13 and about Ron's Lorton presentation regarding Villages. If Cindy and Ron have additional news from the VtV meeting, we could include that material.

The Villager

November issue published.

Web Site

Recent edition of *Villager* added.

The Board approved renaming the Business and Professional Group to "Business Sponsors."

Should we rename the Business/Professions Club page and menu item "Business/Professions Support"? Need to know who donated this year in case names have to be removed or added.

We have a new Resources page: <https://www.lakebarcroftvillage.org/resources>

Programs: Cindy asked the Board to send her suggestions for monthly LBV Book Club meetings.

Cindy provided the following Programs Committee Summary:

- Programs Committee discussed Vic Utgoff's suggested program based on the PBS program *Being Mortal*, by Dr. Atul Gawande, and his offer to host a gathering at his home. There was enthusiasm from the committee, but there was also interest in making it part of a larger series of programs to be entitled *The Village Symposium Series*, or something similar. We would tap members of our Barcroft community to present a program on a subject in their field of expertise, to include a Q and A or other type of discussion. These would be held in a home or, if attendance warrants, in one of the rooms at the WW library. It could be held every 2 months.
- Dr. Atul Gawande's "Being Mortal" PBS program address is below.
- www.pbs.org/wgbh/frontline/film/being-mortal/
- Suggested presenters, in addition to Vic, were Chuck Haberlein, Stan Samenow, Jason Samenow, and Jim Webb. This discussion will be continued at our next Programs Committee meeting and more names will be most welcome.
- The Programs Committee Chair will follow up with Vic to confirm his continued interest in doing this program at his home and his availability for a date in January or later.
- The Programs Committee is still seeking recommendations for a location and date for another dinner – preferably with a private or semi-private room for which there is no additional charge.
- Dawn Donald is hosting the coffee on Wednesday, 12/13/17

Membership: Vic and Priscilla. Discussion deferred to next Board Meeting.

Volunteers and Services: Richard and Pedro

The Board discussed the variety of LBV meeting signs identified in Pedro's handout. The Board voted to purchase double-sided plastic corrugated signs with stakes as they cost one-third as much as aluminum signs and should last at least as one-third the life of the aluminum signs.

Old Business:

- LBV Signs: Pedro and Richard. Action Completed.
- Fund raising: Restaurants (Eat for a Cause)-Cindy will pursue and report to Board. There are a number of restaurants in our area who do this service. Cindy also discussed Human Services grants and their

guidelines. Note that a group must have a project for which to request Human Services grants. At Home at Alexandria (AHA) gala was apparently a great deal of work for them.

New Business:

- Annual Member Party will be at the end of April 2018 to capture the returning snow birds. It will be our 6th anniversary. Jane suggested that a restaurant be contacted for a simple party set-up. Board discussion indicated that we should approach the new Glory Days and establish a relationship with that restaurant. Ron indicated that a committee with persons outside the Board should be formed for this job. Ron and Cindy will work on finding a leader.
- Budget-Please submit budget requests to Ron before the December Board meeting. Recall that the present budget did not have funds allocated for gifts, for the Review and we had to adjust the finances available for the Volunteer picnic. Should we put these in? What else is missing?
- Richard will accept a new 3-year term. Sam, Nancy and Peg are leaving the Board this year. Replacements need to be found, especially for the Treasurer as this is an immediate need.
- Advisory Committee needs to have an annual meeting, but not necessarily in person. Stuart Feldstein will facilitate this.

Sam moved to adjourn and Jane seconded. The meeting ended at 5:00 PM

Next LBV Quarterly Meeting: 11/13/17 will feature Dr. Travis Stehouwer with a discussion on hearing loss.

Next LBV Board meeting: 12/14/17 at 3 PM, Mason District Government Center.

Respectfully submitted,

Deenie McKay
11-18-17

ATTACHMENT 1 - OCTOBER 2017 LBV TREASURER'S REPORT

LAKE BARCROFT VILLAGE REPORT OCTOBER 2017					
			October	To-Date	2017 Budget
REVENUE					
Donations					
	Corporate/B&P			750.00	4300.00
	Individual		10200.00	17620.00	1200.00
	Designated: ie annual report			16.73	25.00
	TOTAL		10200.00	18386.73	5525.00
Fundraising Event				0.00	
	TOTAL			0.00	6000.00
Membership Dues					
	New			1375.00	3750.00
	Renewing		500.00	27300.00	33500.00
	Other Types of Membership			0.00	100.00
	TOTAL		500.00	28675.00	37350.00
Other Income					
	Misc.			55.72	100.00
	TOTAL			55.72	100.00
TOTAL REVENUE			10700.00	47117.45	48975.00
EXPENSES					
Personnel					
	*Executive Director(Employ		1954.38	19543.80	29040.00
	Employee Overhead/Taxes		650.75	6324.68	2220.00
	Service Fee		38.00	432.10	420.00
	ED Backup			0.00	350.00
	TOTAL		2643.13	26300.58	32030.00