

Lake Barcroft Village, Inc.
Minutes of the Regular Meeting of the Board of Directors
December 13, 2018

In Attendance: Ron Karpick, Jane Guttman, Richard Morton, Vic Utgoff, Ross Kory, Sam Rothman, Board nominee Mary Margaret Flannery; ED Cindy Waters; not present: Pedro Turino, Ellen Feldstein

Call to order: President Karpick convened the meeting at 4:03 p.m.

Minutes: The minutes of the November 8, 2018 meeting were accepted with changes.

Committee reports:

Operations. Richard offered the final draft fundraising policy and procedures; Ron asked directors for comments on the paper. Richard distributed the Keeping in Touch (KIT) directory and requested comments. He explained the difficulty he experienced in formatting the directory. A problem with the lack of KIT captains' activity was noted. Richard described the Helpful Village program as a potential successor to our present in house developed Access program patterned off of the Alexandria at Home Village program. Jane suggested getting a demo to help the Board to evaluate the program.

Communications. Jane has completed the January article for the LB newsletter. The February article will feature the nominees for the next Village Board election. The tri-fold brochure is off the press and ready for use. Cindy distributed copies to the directors. Cindy mentioned that a recent beneficiary was very appreciative of the Cooks on Call service. She will send the member's comments to Jane for publication. Sam informed that drafting the Biennial Report has not begun but is expected to highlight the creation of the Social Membership category and, if approved, the expansion of eligibility for Village membership. Data on services provided and a financial snapshot will remain staples of the report.

Nominating. Jane reported the names of nominees for directors and the lengths of the terms to be filled.

Executive Director. 34 volunteers attended refresher training, which was less than 50% of those eligible. Attendees enjoyed the brevity of the training and learning what the other volunteers have experienced. Cindy will contact those who did not attend to determine their desire to continue as volunteers.

Treasurer's report: the Treasurer's Report was accepted with the news that our likely deficit will be less than half of the amount that had been anticipated. The discussion of finances brought up fundraising efforts and a decision to send out two fundraising letters per year. Vic suggested we add offering reflective vests for members who walk LB streets and that they (or any other tangible benefits) be distributed at quarterly membership meetings. Ross will draft a 2019 budget that he suggested be keyed to efforts the Board wants to undertake. In this regard the budget should contain a discretionary fund rather than a contingency fund that would allow more flexibility for the Board to cover expenses that might arise over the course of a year.

Other Committee Reports:

Programs. Dawn Donald will host the January happy hour; Carl and Adele Neuberg will host the February happy hour. Jason Samenow will be a future speaker, date undetermined. Photography Club held an initial meeting but no developments subsequent thereto. Chess Club seems to be finding its way. There is some interest in starting a French language group.

Membership. Vic has the member list broken into LB sections to help with a membership initiative. He suggested that the new Social Membership category will provide an entree to prospective members. He did try to involve another individual on his committee, but the relationship did not work out. Sam will defer action on border expansion until a full Board is present.

Old Business:

Officer and director descriptions. Descriptions for President, Vice President and Secretary are complete.

Quarterly meeting. The program for the March 11, 2019 meeting will be prevention of falls. Subjects for June 10 and other future programs are travel for seniors and the food editor/restaurant critic for Northern Virginia Magazine and AARP programs.

New Business:

Effort to enlist high school photographers did not pan out.

Next Board meeting will be held Thursday, January 10, 2019 at 3:00 p.m. at the Mason District Governmental Center. **NOTE THE NEW START TIME!**

Meeting adjourned at 5:32 p.m.

Respectfully submitted,

Sam Rothman
Acting Secretary