**Lake Barcroft Village**

**Board of Directors Meeting**

MINUTES OF 13 October 2022

A regular meeting of the Lake Barcroft Village Board of Directors was held on 13 October 2022 via Zoom. The meeting was called to order by Chair Ellen Raphaeli at 3:20 pm.

**Members present:** Walt Cooper, Ross Kory, Ellen Raphaeli, Sam Rothman, Cathy Williams, and Executive Director (ED) Cindy Waters. **Absent**: Beth Auerbach, Lisa DuBois, Liz Gianturco, Jane Guttman, and Sue Morse.

The agenda for the meeting and minutes of the 14 September 2022 meeting were approved.

Unless otherwise noted, officer and committee reports were distributed to board members prior to the meeting; a copy of each is retained by the Secretary. Summations and additions are provided in each category, below.

**Treasurer’s Report:** Treasurer Ross Kory noted that we are $17,000 ahead of our planned net income for 2022, and he projects that we will meet our revenue goal for dues by year-end. We have $92,782 in assets, nearly the highest total since he has been treasurer. An auditor is conducting a financial review, and results should be available by the next board meeting. Walt noted that the board voted to increase the budget for the holiday baskets from $1,500 to $2,000; Ross said he would make that change in the next financial performance statement.

**Executive Director’s Report:** Executive Director Cindy Waters noted that all late renewals are now in. She has called all non-renewing members and ascertained that their reasons for not renewing are mostly financial. She will send an email to all individuals on the volunteer drivers list to see if they want to remain on the list. Only three people have been regular drivers recently. Cindy explained the process of driver sign-ups and noted that the mileage limit is 10-12 miles in one direction. Walt said he plans to become a volunteer driver.

**Vice-President’s Report:** No report.

**Committee Reports:**

Communications—Jane Guttman submitted a written report prior to meeting.

Fund Raising—Lisa DuBois was not present, but reported via email that the business letters will be mailed in the next seven days and she will begin solicitation when they have been received. She is working on a master list for that process.

Volunteers and Services--No report.

Programs—Walt Cooper noted that there are 17-18 activities planned each month through December. He reviewed the dates and venues for Dining Around and Co-ed Lunches and noted that a Winter Solstice party is planned December 21 in lieu of a Happy Hour. Four people have indicated interest in taking part in mentoring students through the GrandInvolve program, and Walt will follow up with them.

KIT—Cathy Williams reported that the KIT coordinators have not met in several months. The section contact lists have been updated with the latest membership information and will be sent to coordinators. Marcia Grabowski and Shirley Timashev have volunteered to be co-leaders with Louise Ziebell to plan the next luncheon for coordinators.

Operations—No report.­­

Technology—No report.

**Old Business:**

Gift Bags: Cindy reported that last year’s planning group provided a list of items considered for inclusion in the gift bags. She is working with Marcia Grabowski to decide what to include this year. She is looking for other volunteers to help with this project.

Members-only Website Page—Ellen reported that she will help Jane with administration of the website. She is waiting to get the administrator designation from the site provider.

Biennial Report—Sam Rothman apologized for not having an updated draft.

Investment—Ross moved board approval of a draft resolution regarding signatories for a mutual fund investment account with Vanguard. The motion was seconded by Walt. Motion carried. The resolution is attached to the minutes.

Helpful Village—No report.

**New Business:**

Preparations for Nov. Quarterly Membership Meeting--Monday, 14 November 2022, 7:00 pm. Ellen noted that the speaker’s topic is “The Long Road Home.” After discussion the board decided to hold the meeting in person only (not hybrid) at Mason District Governmental Center. Bottles of water will be provided for attendees.

Nominating Committee—No report.

Adding Text to Email Delivering *Villager*—A suggestion has been made that we include highlights of some of the articles in the email sent to members with the *Villager* newsletter. There was consensus that this is a good idea. Board members who review the newsletter will offer suggestions for highlights.

Including Upsell in Renewal Form—A suggestion has been made that we include in the membership renewal form for social members a message encouraging them to consider full membership. Cindy suggested that the form is already rather cluttered with information. Board members agreed with her suggestion that she instead send a separate note to renewing social members reminding them that full membership is available to them if they need it.

Survey of Members Who Have Resigned—Cindy noted that she already does an exit survey with non-renewing members. Ellen suggested the board consider a survey to ascertain what draws members to join LBV and what draws them to attend LBV activities. Cindy noted that a detailed member satisfaction survey was done when Ron Karpick was chair. Cindy will look for the report and provide it to this board.

Next Board Meeting: Thursday, 10 November, 2022, 3:15 pm via Zoom. One agenda item will be consideration of how to celebrate the 10th anniversary of the Village in 2023.

The meeting was adjourned at 4:15 pm.

Respectfully submitted,

Cathy Williams (acting for Sue Morse)

Secretary

Resolution Approved by Lake Barcroft Village Board 13 October 2022

As president and immediate past president, respectively, of the Board of Directors of Lake Barcroft Village, Inc. (LBA) --TIN: 30-0709860-- Ellen Raphaeli and Samuel B Rothman are duly authorized to act on behalf of LBA in connection with any Vanguard Mutual Fund accounts and/or Brokerage accounts owned by LBA. Each such signatory is authorized to invest LBA assets and to obtain information and give instructions for the purchase, sale, exchange, or transfer of securities owned by LBA to and from Vanguard Mutual Fund accounts and/or Brokerage accounts.

Ross C Kory, Treasurer of the LBA Board, will serve as a person with limited authority to act on behalf of LBA in connection with Vanguard Mutual Fund accounts and/or Brokerage accounts. Persons with limited authority may invest LBA assets and may obtain information and give instructions for the purchase, sale, exchange, or transfer of securities owned by LBA. Persons with limited authority are not authorized to execute documents in connection with LBA Vanguard Mutual Fund and/or Brokerage accounts.

LBA is solely responsible for informing Vanguard of any changes in authority or identity of authorized signatories or persons with limited authority.

Vanguard isn’t responsible for any acts or omissions taken regarding any instructions believed by Vanguard to have originated from current LBA authorized signatories Ellen or Sam or persons with limited authority until Vanguard has received written notice of revocation of such person’s authorized authority and Vanguard has had a reasonable period of time to act upon such notice.