

Lake Barcroft Village, Inc.

Minutes of Regular Meeting of the Board of Directors

May 12, 2016

A Regular Meeting of the Board of Directors of Lake Barcroft Village, Inc. ("LBV" or the "Village") was held on Thursday May 12, 2016 at Mason District Governmental Center commencing at 3:00 p.m.

ATTENDING

Sam Rothman, Ron Karpick, George Erikson, Peg Veroneau, Nancy Mattson, Richard Morton, Jane Guttman, Cindy Waters, Ann Cook attended the meeting. Sam Rothman, LBV Co-President, brought the meeting to order at 3:05 p.m.

OLD BUSINESS

The minutes of April 14 were approved.

Storage space for party goods will be at Dawn Donald's house, at least temporarily.

Getting a new phone for Cindy was discussed. Cindy will first go to the phone store to see if they can repair her current phone. The provider may have to be switched to AT&T because the signal works better in her office. George suggested a signal enhancer.

V to V conference: So far no one has plans to attend. Peg said she thought that registrations had been purchased. Cindy said she finds WAVE meetings more useful. George said that if we attend the V to V conference we need a deliverable: What is the benefit to the Village? Cindy suggested we all look at the program for the conference.

Advisory Council: Sam noted that the bylaws require it. Ann said it was originally intended to provide expertise the Board doesn't have. Jane moved to have an Advisory Council. Peg seconded the motion. George asked the purpose. Cindy said that many Villages in WAVE include legislators on it. Ann Cook and Stuart Feldstein will refine the concept. Ann said the Council should consist of people who don't want to be on the Board. She specified that we could use people with backgrounds in insurance, social work and psychology.

GHAH: Ann brought up the GHAH and the program for the next quarterly meeting. She questioned why the Village is involved with a private contract between an individual and GHAH. It was mentioned that we have a verbal agreement with GHAH. Jane asked why only Goodwin House was presenting. Cindy said there was no competition in this arena—a long-term-care program in the neighborhood. Ann asked if our giving GHAH a place on the program was tantamount to an endorsement. The Goodwin House donation of \$1000 was brought up. GHAH has not contributed to the Village. Cindy noted that AHA and Arlington Neighbors both have partnerships with GHAH on their web sites.

TREASURER'S REPORT

Peg Veroneau noted that she had switched to Excel to format the report, in response to a question from George Erikson. George asked if we have a balance sheet with all assets. Peg said she has a record of all computer equipment and could produce a balance sheet.

Peg recommended that we discontinue the agreement with Flagship because it costs us \$47 a month and we are not using it. The board voted and approved this suggestion. It was suggested that we get a Square instead; the cost for that is per transaction. Jane asked if Flagship charges a fee for canceling service. Peg said she would look into it.

At the last board meeting Carl Neuberg had suggested we discontinue Washington Consumer Checkbook, at \$12 per year per family. Nancy Mattson asked if people knew how to access it. It was decided that another letter needs to be sent out. George asked if we had a survey method to see if people were interested in it; Jane said that we could do one on Survey Monkey and Cindy could email the link. The questions we would ask are: 1) Are you aware we have a membership with Washington Consumer Checkbook? and 2) Do you use it? It was agreed that we would write an article in the *Villager* and one in the *Lake Barcroft Newsletter*. The Board decided to table the issue regarding membership for the time being since we had been members for less than a year.

EXECUTIVE DIRECTOR'S REPORT

Cindy Waters reported that we have two new members, Adi and Pervin Davar of Lakeview Drive, and that she is in communication with a possible third new member. We now have 86 members.

Of the transportation requests, the four that could not be filled were for a member who has four to five requests per week. The four that were unfulfilled were evening rides to the Army/Navy Country Club. Cindy noted that the three to four regular drivers were getting worn out. We discussed whether we should limit the number of rides. Cindy doesn't think at this time we should. No action is warranted at this time.

Cindy reported on Kids Care. She had asked for volunteers for technical help. Two of the responses were from sixteen-year-olds, a boy and a girl. A new volunteer also wanted to get her eight and ten-year-old children involved. The ten-year-old might read a newspaper to a visually impaired person. Cindy mentioned the first success story: the teenage boy went to a member's house to help with a phone, along with another volunteer (adult). The boy received community service credit and the member was pleased with the result. George asked if we could use Eagle Scouts for help so they could get service badges. Cindy said we can use the Scouts and have done so, citing the street number post project that was proposed and overseen by a Boy Scout aiming for Eagle status. However, she felt that the Kids Care electronic help was not structured enough.

COMMITTEE REPORTS

Programs: Nancy Mattson mentioned that on May 14 there will be a talk on computer security. Twenty-two are signed up to attend. The Program Committee has come up with several new ideas: 1) an investment group will start in August; 2) in September there will be a bus tour to wineries; 3) a Village pot luck will be instituted; 4) there will be a repeat of the antiques road show.

George suggested we do the winery tour yearly.

Nancy said that the committee will arrange for people to get together at the Mason District concerts. In June there will be a blues band; in July the Capitol Steps will perform.

Communications: Ron asked about the mention in the committee report about ads for the *Lake Barcroft Newsletter*. The Board agreed to revisit this later to decide. George felt that the monthly article in the newsletter serves as a reminder. Jane asked about the Reimbursement form: Cindy replied that no one

has ever used the one on the web site. George suggested that we have a Forms section for the new web site. It was agreed that we would keep the form on the web site for now.

Richard Morton asked that the URL of the new web site be included in the report when it is mentioned. It is <http://catsntorts.wix.com/country-day-school>

Ann Cook asked about the member list which is no longer on the old web site. Jane replied that there will be a member list on the new web site but that addresses, phone numbers and email addresses will not appear.

Jane asked if we should include interviews with Board members in subsequent issues of *The Villager*. We discussed which three board members should be interviewed first. Ann Cook suggested that we interview the co-Presidents and the Vice President first. The Board agreed.

Fundraising: Richard Morton noted that we had no fundraising events this year or last. George commented that the second fundraiser was very successful but that volunteers seemed to have burned out. He suggested a lower-key event. Richard said that the budget shows we need to raise \$13,000 plus \$14,000 in donations. Sam suggested that we not limit fundraising to Lake Barcroft. Jane suggested a boat ride. Nancy mentioned that we need to communicate to the Fundraising Committee that we would like more activities than the B&P. George said that more frequent events would help people identify with our organization. Peg asked if we could combine the anniversary dinner with a fundraiser. Cindy suggested that at the summer social we do a small silent auction. The idea of a gala was raised. Richard mentioned that the galas he attends usually are tribute dinners. Sam suggested a raffle; Ann noted that a raffle doesn't bring people together. Sam will relate to Dawn that we want ideas for raising funds.

Volunteers and Services: Cindy will become a notary. George asked that she check liability insurance.

The idea of some type of physical device that would enable (or assist) persons to more easily walk from the lake to land was brought up. Cindy described the issue to George Waters who brought it up at the LB Board Meeting. The LB Board was amenable but wanted to know more details. Some issues are: beach selection; the shifting lake bottom; preventing children from hurting themselves on a railing. Cindy will ask Adele Neuberg to find out how much the committee wants to pursue this and to define the problem more clearly, i.e. is the problem crossing the sand or getting in and out of the water?

Membership: Ron Karpick said he was surprised that the planned letter was going to be a Village article. He stated that the Membership Committee wants to send out the letter which will be rewritten to sound less aggressive. The reasoning behind the mailing is twofold: 1) communication of the Village idea to non-members and 2) a request for information. Ron is aware that he may not get a response.

Ron talked about the new program for Medical Note-Taking. The topic of VA Hospital Center's Medical Alert System came up. Nancy said she found the tool ineffectual since the range was poor. Other brands are cheaper and have a greater range. Information on these alert systems will be sent out to the Village.

An annual survey is being developed based on a survey used by V to V from Berkeley. Using the same survey will allow us to compare results. Ron noted that socializing is a major benefit of the Village concept. The survey would ask how the village has affected the lives of members.

Another idea that is under consideration is the Friendly Companion. Bert Snyder attended a Georgetown Village Train the Trainer for this program. When a member goes to the hospital, a volunteer would go to the hospital and visit with the member.

Ron has attended two WAVE meetings. The main subject has been loneliness vs. being alone.

George asked what the policy is regarding people who come to all events and aren't members. Ann felt it was a good way to draw people in; in the past if someone attended two or three events the organizers started calling them. It was agreed that some special events would be members only. George also suggested that events be for members and invited guests.

Operations: The records retention policy was brought up. George said we needed to retain tax information, the charter, the applications for volunteers and drivers. The records retention policy can address privacy issues. Cindy said our retention policy came from the LBA. The retention policy can also include destruction of information and access.

NEW BUSINESS

Sam asked if we should fill out time sheets. George said that timesheets were required on a 990R for those who are highly compensated.

The question was raised if we have the right number of parties and who should organize the parties.

ACTION ITEMS LIST

- Minutes, once approved, will be sent to Cindy.
- Minutes from Sept. 15, 2015 to March 2016 need to be collected and forwarded to Cindy and Jane. Cindy will email all past and present Board members to obtain the approved minutes.
- Write articles on Consumer Checkbook for August *Villager* and for July *Lake Barcroft Newsletter*
- Write August *Villager* article on new members Adi and Pervin Davar.
- Develop Forms section for new web site.
- Interview co-Presidents and Vice President for August *Villager*.
- We will all review the V to V program.
- Peg will discontinue the membership in Flagship.
- Ann and Stuart will refine the plan for the Advisory Council.
- George will look into developing a retention/access/destruction policy.

ANNOUNCEMENTS

The next regularly scheduled board meeting will be Thursday, June 9, 2016 at the Mason District Governmental Center.

ADJOURNMENT

The meeting was adjourned at 5:29 p.m.

Respectfully submitted,

Jane Guttman

Secretary