

Lake Barcroft Village, Inc.
Minutes of the Board of Directors
February 14, 2019

Present: Ron Karpick, Jane Guttman, Ross Kory, Ellen Feldstein, Vic Utgoff, and ED Cindy Waters. Guests: Mary Margaret Flannery and Shirley Timashev.

Absent: Sam Rothman, Pedro Turina, Richard Morton.

Call to Order: President Karpick convened the meeting at 3:05 pm.

Minutes: The minutes of the January 10, 2019 meeting were approved as presented.

Presidents Report: Ron thanked the Board and Cindy for working with him the past 2 years.

Discussed a Policy and Procedure (P&P) on "Passing of a Member". The consensus was that this was not needed and that a portion of the P&P should be included in the job description of the Executive Director and a paragraph in the Treasurer's job description or Financial Policy on offering a prorated refund of the membership fee if the family requested it.

Ron did express a need for additional P&Ps on the Advisory Council, Joint ventures, Cindy suggested a sexual harassment policy. Acceptance of non-cash gifts and there may be more. He was in favor of documenting our P&P so that they could be easily accessed.

Vice President's Report: Jane reported that the board election process is ready and that Cindy has mailed the ballots.

Executive Director's Report: By the end of January there were 74 full members, 11 social members and 80 certified volunteers. Fifty individual attended Village social events, 11 received services. One member has requested rides twice a day to visit a family member in a rehab facility. The member is very grateful for all the assistance received to date. This is an unusual request but Cindy feels that this is a very appropriate use of volunteers.

Treasurer's Report: January was a solid month with net income of \$5,000. Ross discussed the Financial Management Handbook he has written. The Board commended him for all of his work. Several suggestions have been made recently which he will incorporate. The Board accepted the Handbook. Ross will distribute this in the near future to be included into the Leaders Handbook.

Operations: Richard is on vacation but will restart work on the Keeping In Touch Directory and on evaluation of the Helping Village program after March elections.

Communications: Jane thanked Cindy for getting the LBV article in the LB Newsletter to be rotated closer to the front of the publication on a rotating basis so that it is not always in the back. This change will increase the prominence of the Village, what it does, and how it is evolving. Jane took photos at the recent fund raiser "Share the Love" which will be incorporated with an article about the event.

Fund Raising; Cindy has investigated a number of restaurants willing to support a fundraiser. Bawadi will donate 15% of proceeds. She will determine a date for the fund raiser, possibly in May. Share the Love Happy Hour attracted about 50 people. Lisa and Chrissy are considering to make it an annual fund-raising event for the Village.

The annual fund-raising letter sent to the LBA should probably go out in April and then again in the fall. If we do purchase Helpful Village the letter could stress that financial need.

Programs: Ellen gave Shirley Timashev kudos for her well-organized approach and early success in setting up the Memoir Writing group which already has about 12 members. The key feature for success is a leader willing to plan well and make a sustained effort in standing up, leading and supporting the group. Ellen wants to put out a call for ideas to the Village as a whole, appreciating that all ideas cannot be approved, but certainly entertained.

Membership: Vic proposed a strategy change for the committee. He argued that trying to convince older LB residents by knocking on their doors was not a good use of our time. He thinks the committee should concentrate on helping new members become acquainted with other members in an expeditious manner. The committee should also concentrate on identifying, developing and implementing actions that make it clear that membership is a good buy. It was pointed out that stories work and that testimonials could be placed on the web site.

Expanding our Borders: Ron has communicated with Dr. Dave Remy, President of the Barcroft Woods Civic Association who shared the potential idea of LBV expanding into that area with their Board. Their Board was interested, but prefers to wait until LBV makes a decision about expansion before telling their members. A presentation will be made at the March Quarterly LBV meeting to learn what our members think of the idea of expanding our borders..

Annual Village Celebration: Cindy has communicated with 2941 for Saturday, May 11. Jane Guttman volunteered to help with the party logistics.

Volunteers: Pedro is on vacation. We probably need additional volunteer drivers.

Old Business: Leadership Handbooks will be passed on to the new leaders at the March 14 meeting at Ellen's Home starting at 3 PM so they should be brought to the meeting.

Quarterly Membership Meeting: March 11 agenda will include the Board elections, presentation by Dr. Rita Wong on Falls Prevention and discussion of expanding LBV borders. For the June 10 meeting no educational event has been scheduled. Discussion included a talk by a food critic and a talk about travel for seniors.

New Business: The next meeting of the board (no minutes taken) will be held on Thursday, March 14, at **3 p.m.** at Ellen's home to determine who will be the next Executive Committee members and committee chairs.

The next official LBV Board meeting will be at Ron's home on Thursday, March 21 at 3 PM under the auspices of the new LBV President.

The meeting was adjourned at 4:20 PM

Respectfully submitted,

Victor Utgoff
Acting Secretary