

Kings Park West Civic Association
Board of Directors Meeting
17 November 2020
Via Zoom

Members Present: Sarah Lennon/President, Mike Stonkey/Vice President, Andrew Madras/Treasurer, Adrienne Barna/Member at Large, Jonathan Reiser/Member at Large, Kaycie Blaylock/Member at Large, Karen Cosgrove/Secretary.

Others Present: Tom McCook/Parks & Lake Chair

Call to Order: Sarah called the meeting to order at 7:05pm.

Dumpster Day: Sarah stated that Dumpster day was a success, and that we received 2 same-day member payments. She thanked Kaycie for all of her efforts to make the day such a success. Jonathan mentioned that he had additional member forms that were dropped off with the Membership Chair. Sarah asked for those involved to put pictures on the civic association Facebook page, so that we can show the community what we do.

Approval of Minutes: Sarah made a motion “To approve the 29 September minutes,” and the motion was approved unanimously.

Treasurer’s Report: Sarah notified Andrew that she received the State Corporate Commission annual registration fee, and that she would drop it off with him. Here is the budget breakout:

We have **59,129 in the Checking, 20,000 in the Certificate of Deposit**
Balances in the Restricted Accounts:

Common Grounds Maintenance Acct	3,869.69
Halloween Fall Festival Acct	685.00
Herald Newsletter Acct	7,428.92
Parks and Lake Acct	12,732.26
Pools in Community Acct	145.00
Robinson Graduation Party Acct	195.00
Scholarship Acct	324.00
Scout Packs and Troop Acct	884.01
Spring Egg Hunt Acct	1,197.80
Unrestricted Community Use Acct	767.00
Volunteer Fire/Rescue Acct	855.00

The input of these balances consists of what the balance was the previous month, plus whatever came in from **Member directed contributions**. These all came from PayPal.

Common Grounds Maint Donation	337.00
Halloween Fall Festival Donat'n	75.00
Herald Newsletter Donation	142.00
Parks and Lake Donation	772.00
Pools in Community Donation	120.00
Robinson Grad Party Donation	160.00
Scholarship Donation	197.00
Scout Packs and Troop Donation	150.00
Spring Egg Hunt Donation	65.00
Unrestricted Community Donation	742.00
Volunteer Fire/Rescue Donation	690.00

Vice President/Scouts: Mike stated that the Scouting for Food event, which was held on the same day as Dumpster Day, yielded 150 bags of food at approximately 600 pounds. Mike stated that it was 48 hours of volunteer effort with 4 Scout units helping. The food was provided to Facets in Fairfax. Mike mentioned that the Scouts normally collect 2,000 bags, and that advertising solely in social media did not produce the same effect as door-to-door advertisements. Mike plans on another food event during the spring Dumpster Day.

Mike also stated that the Scouts had a virtual campout that weekend, and that the units are doing well. He is reaching out to the Scout families needing financial assistance, and will determine the method of funds distribution. He stated that he would email Andrew regarding Scout payment for placing mulch at the neighborhood signs. Lastly, he will set up a time with Sarah to turn over the executive charter.

2021 Calendar: Jonathan distributed the draft 2021 calendar to the Board. He requested that everyone take a detailed look before he posts.

Member at Large: Kaycie submitted the Halloween receipts to Andrew - \$324.75 in expenses and gift cards, and \$57.79 in Facebook ad charges. She mentioned doing a new event this month targeting membership renewal. Kaycie will also write a proposal for possible raffle winners for people that have renewed their membership. She also brought up a winter food truck idea, but the board did not want to move forward at this time. President Lennon thanked Kaycie for continually generating new ideas and for her creativity.

Membership Update: Sarah stated that 769 families (40%) have joined, and that we should continue to encourage more membership.

Parks and Lakes: Tom had 2 main items to discuss: 1) Porta potty payment and 2) the increased costs due to the new porta potty cleaning requirements. Tom stated that the county pays during planned activities, such as sports and concerts. The previous porta potty cost was \$1,000 per year, but will now be at least \$1200 per year depending on which months we pay for. Tom recommended paying for March through November (peak season), which would cost approximately \$1200. Kaycie made a motion to temporarily close the porta potties from December through February of 2021 (unanimously approved). Kaycie also made a motion to increase the porta potty funding cap to \$2,000 (unanimously approved).

Sarah suggested posting signs at the porta potties that let residents know that the Friends of Royal Lake and KPWCA funded these amenities. Mike recommended laminated signs, if we can't get the permanent ones at this time.

Herald: Sarah is trying to determine who has back copies of the Herald, and who keeps a list of residents that have been mailed copies of the Herald, but do not live in KPW. She will ask Terra Wathen for the email history. This will remain an open item.

Website: Sarah stated that Kathy will stay on for the transition, but that we need to take action quickly. Mike has access to everything and will go through the website for what it could look like. He mentioned that the website is all about design, and that we want a business plan out of the box. He offered to get the template started. Sarah would like progress by the December 15th board meeting. She also mentioned getting a new webmaster on board.

The next meeting will be on December 15th at 7pm.

Adjournment: Sarah adjourned the meeting at 8:14pm.