

Kings Park West Civic Association  
Board of Directors Meeting  
27 July 2021  
Location: board member residence

**Members Present:** Sarah Lennon/President, Mike Stonkey/Vice President, Jonathan Reiser/Treasurer (via Zoom), Adrienne Barna/Member at Large, Kaycie Blaylock/Member at Large (via Zoom), Donna Thomas/Member at Large (via Zoom), Karen Cosgrove/Secretary.

**Others Present:** Tim Hartle/Membership Committee, Nick Schumaker/Membership Committee, Matt Jones/Pack 1967, Keith Jodoin/Halloween Festival Chair

**Call to Order:** Sarah called the meeting to order at 7:01pm.

**Approval of Minutes:** The June 2021 board meeting minutes were approved.

**President's Report:** Sarah stated that she attended the KPW HomeOwners Association meeting last week, to discuss how we can explain the difference between the HOA and KPWCA. The HOA will write something for the Herald. The board discussed having block captains also spread the word. Sarah will request a list of addresses from the HOA, so that we can deconflict efforts.

**Treasurer's Report:** Jonathan submitted the budget proposal, and the goal is to get it to the members before the September meeting. An article along with the proposed budget will go in the September Herald. The Herald deadline is 4 Aug. Sarah stated that Parks and Lakes are working on an invasive species issue and that the Parks requested an association donation, but would use their contractor for the work. Jonathan stated that there is \$14K in Parks and Lakes funds. Sarah asked what we could use the Common Grounds funds for - the board discussed possible removal of invasive pear trees and replacement with crepe myrtles.

The items that have moved more than \$100 from last year are

- Both budget items for Directory Printing and Directory Ad Revenue because we're not printing one this year
- PayPal Fees (+200)
- Insurance (+200)
- Web and Social Media Committee (+200)
- Herald Printing (-2500)
- Common Grounds Area Contract Maintenance (-2500)

There is over \$5000 in the restricted account for Common Grounds and over \$8000 for Herald. Jonathan suggested we vote in advance to use these funds next year instead of restricting other items in the budget. These accounts are supposed to be temporary restrictions.

**Vice President/Scouts:** Matt announced the Pack fundraiser idea of a KPW ornament. It would be ordered online and delivered by the Cub Scouts, with the possible image of the KPW brick sign. The goal is to have it ready by the Halloween festival, and there is the option of adding a history booklet, but the Scouts would need help with inputs. Mike requested the use of the civic association tax ID, as the Scouts are attached to KPWCA. Sarah requested that Mike or Matt discuss the details with Jonathan, so that the board could make a final decision on the use of the tax ID.

Mike provided an update on the Eagle Scout project - approval was received from two pools and awaiting response from the third. The Eagle Scout is also working with a VA native species plant group. Sarah requested a detailed plan via email.

**Member at Large:** Adrienne confirmed with Sarah that the next sign posting would contain the Friends of Royal Lake quarterly trail maintenance on 21 Aug. Kaycie and Donna started working on the September member meeting details, and are checking to see if Robinson might be available.

**Membership:** Nick introduced himself and is happy to serve. Sarah has comments on the membership form, and asked that Nick place the 2022 membership form along with an article explaining the membership timeframes, in the September Herald. Tim stated that there are 891 members, and there have been 22K hits on the website.

**Halloween Festival:** Keith stated that the festival is slated for 17 Oct, and asked the board if it should be altered due to COVID. The board agreed that the parade should be fine, but the bounce houses could be eliminated this year. The board also discussed the possibility of an animal show vs a petting zoo. Kaycie and Donna led a discussion on masking and distancing concerns, and Adrienne suggested we find out what Fairfax County is doing with their festival. Keith mentioned the need for new signs - possibly ones that could be changed out for different events. Keith will work with the county for a permit, and Sarah will check on the county stage.

**Other Business:**

Sarah discussed the Yard of the Month club, and the board agreed to leave the current selection method as is, and run by Caroline McDonald. However, the Members at Large will take over the Holiday Lights competition.

The board discussed the possibility of shifting the elections of some officers to alternate years so major leadership changes wouldn't be at the same time. The initial idea is to have the President and Vice-President, along with at least one Member at Large, rotate during alternate years. The draft revision of the ByLaws will be available for review in the Herald prior to an official change, and by the membership at the fall meeting. Adrienne suggested adding language stating that "special elections can be held to fill positions". Mike will create a visual for discussion shortly. The At Large description would also need to be modified.

Sarah also discussed Herald articles, and the need to express to the community what the civic association is doing. Mike mentioned "Brought to you by the Civic Association" signs by the porta potties at the parks.

The next meeting will be on August 31st, in preparation for the September 28th member meeting.

**Adjournment:** Sarah adjourned the meeting at 8:48pm.