

Kings Park West Civic Association
Board of Directors Meeting
21 September 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, Karen Cosgrove/Secretary (via Zoom).

Others Present: Nick Schumaker/Membership Committee, Keith Jodoin/Halloween Chair, Tom McCook/Parks & Lakes

Call to Order: Sarah called the meeting to order at 7:02pm.

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

President's Report: Sarah stated that her main focus is the membership meeting and by laws vote. She will put the information on NextDoor. Sarah also read the Robert's Rules of Order book, which is designed for Senate and Congress. She proposed that the board meetings are run using common courtesy, and that all comments be directed to the President. Everyone wanting to speak would be recognized, there would be no interrupting, and we will try to keep our reports to 5 minutes, so that the board meetings can stay within one hour. Sarah would like to discuss the plan for the year ahead, during the board meetings this fall. She also asked Jonathan to circulate the calendar so that others can comment, and she will draft one for the October meeting.

Treasurer's Report: Jonathan submitted the budget documents to the board via email.

Account	Balance Total
Certificate of Deposit	20,349.20
Checking	52,341.93
PayPal Income	1,220.85
Temp Restricted Asset Accounts:Common Grounds Maintenance Acct	5,459.69
Temp Restricted Asset Accounts:Fairfax Family Cemetery Acct	300.00
Temp Restricted Asset Accounts:Fall Festival Police Acct	327.76
Temp Restricted Asset Accounts:Halloween Fall Festival Acct	939.50
Temp Restricted Asset Accounts:Herald Newsletter Acct	8,605.92
Temp Restricted Asset Accounts:Parks and Lake Acct	14,587.58
Temp Restricted Asset Accounts:Pools in Community Acct	0.00
Temp Restricted Asset Accounts:Robinson Graduation Party Acct	5.00
Temp Restricted Asset Accounts:Scholarship Acct	40.00
Temp Restricted Asset Accounts:Scout Packs and Troop Acct	1,643.01
Temp Restricted Asset Accounts:Spring Egg Hunt Acct	1,375.30

Temp Restricted Asset Accounts:Unrestricted Community Use Acct	2,602.66
Temp Restricted Asset Accounts:Volunteer Fire/Rescue Acct	0.00

The only big item remaining to be paid is the Herald delivery, (of which we have paid for only three thus far--there may be another \$1K outstanding) as well as the Scouts' disbursement which he will coordinate with Mike. Next week the budget will be voted on. If there are questions about the Common Grounds item, Jonathan will point out that we are obligated to (a) submit a balanced budget (b) contract for common grounds maintenance and (c) spend the Temporarily Restricted Common Grounds fund in a timely manner. This one time line item will allow us to do all three. Sarah stated that we may use \$5K for the Bradford pear tree removal, which Donna is researching.

Vice President/Scouts: Mike has this year's Scout rechartering documents for Sarah's signature.

Member at Large: This is Adrienne's last board meeting. She will work with the new person for sign postings. She is tracking the 4 Oct yard sale, the fall festival and the mulch sale. Adrienne stated that she has enjoyed serving with the KPWCA board for 6 years! Sarah stated her desire to have future board meetings in person. She mentioned the possibility of the Laurel Ridge teachers' lounge or meeting at her house. Tom McCook mentioned the Braddock Supervisor's conference room, and Kaycie mentioned the possibility of a hybrid model at any FCPS location, but we may still need a Zoom account. Jonathan stated that we can use GoogleMeet, but we would all need Google accounts. Mike is going to further check on the wifi at the schools. Sarah stated that Donna will have individually wrapped cookies at the membership meeting next week. Kaycie will use her cell phone and Adrienne's computer to see the vote counts during the membership meeting. Kaycie also reminded everyone that 13 Nov is Dumpster Day.

Membership: Nick stated that we have 892 members (47.9% of households). Kaycie offered Nick access to the KPWCA Facebook page so that he can easily get the membership information out to others.

Parks & Lakes: Tom stated that he will need \$1200 for porta potties, \$150 for a weed wrench, and \$250 for waste bags for the year, with a total of approximately \$1800. In addition, the bamboo removal quote is around \$4200 for Shane's creek (the county is currently working on the creek). The \$4200 includes a 4 year removal process. Tom mentioned that the Road Raiders would be out for Columbus Day and 1 Nov. The other days would be one-hour events. The motion to expend up to \$4200 for KPW parks bamboo removal, to be used over the next four years (after 1 Oct 21) was approved. Jonathan will use the temporary restricted fund. The Department of Public Water and Environmental Services are restoring the stream bed and addressing the erosion factor. The county park authority is doing everything around it.

Halloween Update: Keith has permits for the road and park, and stated that we don't have to pay for a police officer this year. He switched the bounce houses to open air slides and a mini basketball game. Zoo 2 You offered a living diversity show with various animals (45 min). He is looking for the best priced stage. The illusionist will do two shows (2 - ½ hour shows for \$400). The aerialist group would have performances throughout the event, and the Captain Cookie truck will be present. Keith asked the board about the insurance rider, and he needs to see if the banner poles need replacement. He needs to make deposits with the new entertainers.

Mike stated that the Scouts can do the rocket launcher game. Kaycie suggested a membership table with treats, and she will work on the tablecloth logo. Keith suggested bags of Costco popcorn, and Sara asked everyone to think about the event advertising. The festival will be held on 17 Oct, with the parade starting at 1:30p, with the park events from 2:15p until 4p. Sarah stated that there is no movement on the changeable signs yet, and Kaycie volunteered to take on that signage. Keith suggested that the signs should be up two weeks prior to the event.

Open Business: Kaycie stated that many KPW families enjoyed the Halloween tables last year and would like to continue in the future. She also suggested a Halloween decoration contest where members may be able to advertise their homes on the KPWCA Facebook page. The audience would then be able to vote on the FB page. Sarah stated that Karen Emmons is a possible replacement for Jonathan in the Treasurer position.

The next meeting will be the September 28th member meeting.

Adjournment: Sarah adjourned the meeting at 8:28pm.