

Kings Park West Civic Association
Board of Directors Meeting
15 March 2022
Via Google Meet

Members Present: Sarah Lennon/President, Mike Stonkey/Vice President, Karen Emmons/Treasurer, Jonathan Reiser/Member at Large, Kaycie Blalock/Member at Large, Karen Cosgrove/Secretary.

Others Present: Tom McCook/Parks & Lake, [Nick Schumaker](#)/Membership

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

Approval of Minutes: The February 2022 board meeting minutes were approved.

President's Report: Sarah received an email from the President of the Kings Ridge Swim Club, expressing concern about the traffic near the Gainsborough/Wheatstone intersection, and requesting that our organization lend a voice in the effort to get a permanent traffic solution. Sarah agreed that we have had traffic issues in that area, and that the concern needs to be addressed with the proper traffic authorities to determine if it meets the threshold to address.

Vice President's Report: Mike stated that two packs had their bridging ceremonies. The Scout treasurer informed Mike that the charter organization (KPWCA) had the authority to decide if two Scouts could share a tent (COVID concerns). Karen Emmons suggested that parents sign a release form before campouts, and she would share a release she has from the Science Olympiad. Mike stated that the next board meeting was a good time to gain board approval. Mike also informed the board that he received good internet reception within Laurel Ridge, and Sarah reminded the group that she would like to return to in-person meetings.

Treasurer's Report: Karen Emmons spoke to Keith about the Halloween funding, and he was pleased with the \$4K, and was ready to make plans for the fall. She informed the group that once accounts are restricted, they need to remain restricted unless in the future, we announce that we will release the funds after a certain time period.

Taxes are in progress, and we have yet to receive a refund from the county concerning the bamboo cleanup. She paid \$1100 for the Robinson graduation party. She also stated that VA law requires a street address for our organization, and she will work with Jonathan to resolve.

Sarah received a request to support Braddock Nights with \$1K; she stated that the different levels of advertising depending on the funding levels. \$1K could raise awareness and increase membership, putting us in good stead with the park authority

and the Supervisor's office. Mike suggested a member table at the events. The board approved the motion to support Braddock Nights with \$1K.

Members at Large: Sarah discussed the Eggstravagnza plan. She would like a membership table at Laurel Ridge; Nick agreed to facilitate. Donna also let Sarah know that she will help with the planning. Mike stated that the Scouts would host the traditional egg hunt for ages 5 and under, and that there would be other egg roll/egg carry games. Karen notified the group that the budget is approximately \$1700, which will include candy and marketing. Tim created a Google form for the Chick or Treat map, which Sarah would like to figure out how to print. Kaycie stated that there may be late entries to the map due to the end of Spring break.

Jonathan stated that the signs have a short timeline for the cemetery cleanup. He found info in the signs manual that discusses graffiti removal - the manual suggests trying different products, and that the company has replacement barriers. He will post info concerning the Road Raiders, Eggstravaganza, and the cleanup before Earth Day.

Kaycie is working on the volunteer appreciation event. Sarah stated that the event was usually at Laurel Ridge. Kaycie will also work the 14 May Dumpster Day. Kaycie also asked about the Yard Sale day (7 May). Sarah would like to continue the event, and put this topic on the next meeting's agenda, to discuss making it more community friendly.

Parks and Lake: Tom stated that the Eagle Scout project is ongoing, with fitness stations around the Lake. He will speak to the foundation about KPWCA receiving the proper refund for the bamboo removal. In reference to porta pots, the Park Authority will pay 5 months, and we will pay \$1K. Earth Day is 23 Apr, which will involve the annual spring cleanup around Royal Lake park.

Membership: Nick informed Sarah that he would support the Eggstravaganza.

Open Business: Donna will discuss the Bradford Pear trees at a future meeting. Sarah also mentioned the idea of having a high school student intern to help with things such as flyers and internet postings. The board will discuss further in the future. Sarah also mentioned a lot of good ideas for Herald articles, and that Mary offered to set up a sign up genius for articles.

The next board meeting will be on April 19th.

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

03/04/22

Kings Park West Civic Association

FY22 Budget Report

October 01, 2021 through February 28, 2022

	Oct '21 - Feb 22	Budget
Income		
Annual Member Dues	20,545.00	21,100.00
Donations	17,109.00	0.00
Herald Classified Ads	360.00	700.00
Herald Display Ads	1,842.00	8,000.00
Herald Subscriptions	0.00	10.00
Investment Income	4.64	200.00
KPW Directory Ads-print odd FYs	0.00	0.00
Other Income	0.00	0.00
Savings/Optional Donations	0.00	0.00
Total Income	39,860.64	30,010.00
Gross Profit		
	39,860.64	30,010.00
Expense		
Admin & Misc Activities		
Bank Charge	0.00	50.00
BDC of Community Assoc Dues	0.00	100.00
Insurance-D&O/General Liability	4,371.00	4,100.00
Other Misc Expenses	227.60	225.00
PayPal Fees	186.91	275.00
State Corporate Registration	25.00	25.00
Tax Prep & Filing Fees	0.00	100.00
Volunteer Appreciation Dinner	0.00	350.00
Admin & Misc Activities - Other	0.00	0.00
Total Admin & Misc Activities	4,810.51	5,225.00
Common Grounds Maint. Committee		
Area Maintenance Contract	806.00	1,000.00
Beautification & Gardening Grp	161.99	150.00
Message Board Maintenance	0.00	100.00
Utilities	65.40	160.00
Total Common Grounds Maint. Committee	1,033.39	1,410.00
Herald Newsletter Committee		
Herald Administrative Expense	0.00	100.00
Herald Delivery-\$350/issue	700.00	2,800.00
Herald Printing-8 issues	6,841.85	9,500.00
Total Herald Newsletter Committee	7,541.85	12,400.00
Membership Committee		
Admin Expenses	0.00	240.00
Block Capt Appreciat'n	0.00	300.00
Directory Printing-odd FYs, \$3K	0.00	0.00
Welcome Package/Marketing	0.00	100.00
Total Membership Committee	0.00	640.00
Standing Committees		
Halloween Fall Festival Committ	4,645.24	3,000.00
Parks and Lake Committee	4,405.78	200.00
Scholarship Committee	0.00	3,050.00
Spring Egg Hunt Committee	0.00	360.00
Web and Social Media Committee	388.78	800.00
Total Standing Committees	9,439.80	7,410.00
Support for Special Activities		
Spring/Fall Dumpster Day	850.00	1,700.00
Winter Holiday Decoring Contest	0.00	75.00
Yard of the Month	0.00	100.00
Total Support for Special Activities	850.00	1,875.00

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	<u>Oct '21 - Feb 22</u>	<u>Budget</u>
Support for Youth Groups		
Robinson Grad Party	250.00	250.00
Scout Packs and Troop	0.00	800.00
Total Support for Youth Groups	<u>250.00</u>	<u>1,050.00</u>
Total Expense	<u>23,925.55</u>	<u>30,010.00</u>
Net Income	<u>15,935.09</u>	<u>0.00</u>

Kings Park West Civic Association
Change in Restricted Equity Accts from Previous Year
FY 22 compared to FY 21
As of February 28, 2022

	Escrow Acct As of 30-Sep-21	Donations in FY 22	Spent in FY22	Overflow from Prev Halloween Cancellations	Escrow Acct As of 31-Jan-22
Braddock Nights Acct	35.00	405.00	-	-	440.00
Common Grounds Maintenance Acct	5,410.29	1,691.00	-	-	7,101.29
Fairfax Family Cemetery Acct	300.00	-	-	-	300.00
Fall Festival Police Acct	327.76	-	-	-	327.76
Halloween Fall Festival Acct	964.50	401.00	(1,645.24)	4,862.56	4,582.82
Herald Newsletter Acct	5,661.93	1,107.00	-	-	6,768.93
Parks and Lake Acct	12,843.58	2,084.00	(2,426.00)	-	12,501.58
Pools in Community Acct	-	514.00	-	-	514.00
Robinson Graduation Party Acct	10.00	883.00	(893.00)	-	-
Scholarship Acct	145.00	1,321.00	-	-	1,466.00
Scout Packs and Troop Act	850.00	574.00	-	-	1,424.00
Spring Egg Hunt Acct	1,400.30	339.00	-	-	1,739.30
Unrestricted Community Use Acct	-	3,656.00	-	-	3,656.00
Volunteer Fire/Rescue Acct	80.00	4,134.00	-	-	4,214.00
TOTAL IN EQUITY ACCOUNTS	28,028.36	17,109.00	(4,964.24)	4,862.56	45,035.68