

Kings Park West Civic Association
Board of Directors Meeting
19 April 2022
Via Google Meet

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

Others Present: Tim Hartle/Website

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

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

President's Report: Sarah stated that Middle Ridge and Country Club View neighborhoods had a lot of signs up, and we can do more with signs to promote KPWCA. Mike will look into purchase options. Karen Emmons also mentioned bigger banners and 6 ft signs to advertise. She also stated that this would be an administrative expense, and that she would also look into options.

Vice President's Report: The Boy Scouts accomplished their mulch project this past weekend. Mike stated that there was a car accident involving mulch delivery.

Treasurer's Report: Karen Emmons mentioned that there are memberships still trickling in. She will send the money for the Braddock nights, and mentioned that she hasn't yet received a refund of the overpayment for the Bamboo removal.

Members at Large: Sarah stated that the Eggstravaganza was popular, but attendance was lower than last year. Donna agreed that the egg hunt was a big hit, and Mike stated that the golden hidden eggs were very popular with the older kids. Sarah really likes the partnership with the Mary and Kathy team, but stated that the civic association got overshadowed by some of the different Facebook posts, and the physical layout of the tables at the Eggstravaganza. Mike suggested that we could locate the civic association with the egg hunt. Karen asked if the egg hunt has always been tied to spring break weekend, and the board discussed possibly shifting the date.

Jonathan stated that there haven't been recent updates to the calendar. He just got the location for the member meeting in the Laurel Ridge cafeteria. Karen Emmons reminded the board that the budget for the volunteer appreciation dinner is \$350. Sarah asked everyone their preference for the dinner - individually wrapped or not, and the board agreed to Kaycie's suggestion of boxed dinners from Jason's deli. Sarah estimated 30 people, and stated that dinner would be from 6-7pm, and the member

meeting would be from 7-8pm. We can look at goal reports about what we have done, show the budget, show pictures of our signs, demonstrate the website, and walk through the budget. Karen Emmons has a projector, and Sarah will look into a screen. Sarah will ask Kaycie to look into possible custodial fees. Nick will have magnets and stickers available at the meeting. Jonathan will look into our current Laurel Ridge reservations, and Sarah stated that the board will resume in-person meetings (with a virtual option) in May.

Parks and Lake: Saturday is a big cleanup in conjunction with Earth Day. This will take place at Royal Lake and Lakeside park. April 30th is a trail maintenance day. Mike mentioned that on 1 May, the Scouts will install the take and leave plant stands. There have been a lot of donated plants, and the stands will have flyer boxes with plant information.

Open Business: Donna has not gotten further information on the Bradford Pears. Sarah will mention clearing out some of the messy areas, to Tom.

Sarah stated that she was approached by community members regarding traffic concerns on Roberts rd near Cascade and Gainsborough. She stated that it seems like a safety issue, and that the VDOT website contains information concerning calming measures. She would like to have different possibilities researched.

Sarah also reminded everyone about the sign up genius for Herald article proposals. She will send the information to Tim.

The membership meeting will be on May 10th, and the next board meeting will be on May 17th - in person, at the Laurel Ridge "Back Teacher Lounge".

Adjournment: Sarah adjourned the meeting at 8:22pm.

Kings Park West Civic Association

FY22 Budget Report

October 01, 2021 through March 31, 2022

	Oct '21 - Mar 22	Budget
Income		
Annual Member Dues	20,645.00	21,100.00
Donations	17,224.00	0.00
Herald Classified Ads	640.00	700.00
Herald Display Ads	2,197.00	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	40,710.64	30,010.00
Gross Profit	40,710.64	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	188.85	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	4,812.45	5,225.00
Common Grounds Maint. Committee		
Area Maintenance Contract	1,271.00	1,000.00
Beautification & Gardening Grp	161.99	150.00
Message Board Maintenance	0.00	100.00
Utilities	77.72	160.00
Total Common Grounds Maint. Committee	1,510.71	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	144.75	300.00
Directory Printing-odd FYs, \$3K	0.00	0.00
Welcome Package/Marketing	0.00	100.00
Total Membership Committee	144.75	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	460.78	800.00
Total Standing Committees	9,511.80	7,410.00
Support for Special Activities		
Spring/Fall Dumpster Day	850.00	1,700.00
Winter Holiday Decortng Contest	0.00	75.00
Yard of the Month	0.00	100.00
Total Support for Special Activities	850.00	1,875.00

Kings Park West Civic Association

FY22 Budget Report

October 01, 2021 through March 31, 2022

04/13/22

	<u>Oct '21 - Mar 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>24,621.56</u>	<u>30,010.00</u>
Net Income	<u>16,089.08</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 March 31, 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-Mar-22
Braddock Nights Acct	35.00	405.00	-	-	440.00
Common Grounds Maintenance Acct	5,410.29	1,701.00	-	-	7,111.29
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	1,117.00	-	-	6,778.93
Parks and Lake Acct	12,843.58	2,119.00	(2,426.00)	-	12,536.58
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 Acct	850.00	574.00	-	-	1,424.00
Spring Egg Hunt Acct	1,400.30	339.00	-	-	1,739.30
Unrestricted Community Use Acct	-	3,681.00	-	-	3,681.00
Volunteer Fire/Rescue Acct	80.00	4,169.00	-	-	4,249.00
TOTAL IN EQUITY ACCOUNTS	28,028.36	17,224.00	(4,964.24)	4,862.56	45,150.68