

Kings Park West Civic Association  
Board of Directors Meeting  
26 July 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, Kaycie Blalock/Member at Large

**Others Present:** Nick Schumaker/Membership

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

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

**President's Report:** None

**Vice President's Report:** President, Secretary and one At Large position are up for re-election. Sarah and Kaycie are interested in staying on, but Karen Cosgrove (current Secretary) is not. VP will run the September Board meeting/election process and will write an article for the Herald about the upcoming election.

**Treasurer's Report:** Main issue is identify ways to rectify the budget, reduce the \$11k overage. Key areas to examine are the Herald, which costs \$14k/year to produce, Halloween Festival, the Directory.

It was agreed to reduce the number of Heralds from 8 to 4 annually starting October 1, 2022 and that the KPWCA will float a \$5K loss for one year while alternatives are developed. A concerted effort will be made to advertise the Herald ad opportunities more broadly to try to reverse the decline in ad revenue.

Other options discussed were to make community events "members only" and require wristbands, increase dues, make the Directory virtual (or discontinue it), make the Herald virtual (posted on website or emailed to a not-yet-developed KPWCA distro list) and identify new fundraising opportunities.

A survey will be developed to determine what is most important to the Community. First question will be "Are you a Member of KPWCA?" and the goal is to distribute this Survey with the Membership forms this fall. A google doc was created for all to contribute ideas and suggested questions for the survey.

A question was raised about the possibility to combine the Parks & Lake and Common Grounds budget lines since more funding generally comes into Parks and Lake but more is needed in the Common Grounds area.

Jonathan will review By Laws to see if there are any issues with this.

**Members at Large:** Jonathan - Signboards: will announce Scholarship winners and then will suggest a posting reminding neighbors to slow down/watch for crosswalks when schools open Aug 21. Donna sought approval to execute the multi-year contract with IPC to remove the invasive overgrowth at the entrance to KPW at Twinbrook/ Guinea/Commonwealth. The motion to approve an amount not to exceed \$5500 was approved by unanimous vote.

**Membership:** Nick will look to get new Membership Drive signs for the fall, and will work with the VP on this. Any clever slogans for signs to encourage joining? Nick is revising the membership form to further clarify the Directory information question that people often have and will actively seek to recruit additional Block Captains.

**Open Business:** None

Next meeting will be at Sarah's house (4782 Catterick Court) on 16 Aug at 7pm. Board meetings starting in September will be in person in the LRES Back Teachers' Lounge. The 27 Sep Fall Membership meeting will be held in the Robinson Recital Hall.

**Adjournment:** Sarah adjourned the meeting at 8:35pm.

07/01/22

# Kings Park West Civic Association

## FY22 Budget Report

October 01, 2021 through June 30, 2022

	Oct '21 - Jun 22	Budget
<b>Income</b>		
Annual Member Dues	21,065.00	21,100.00
Donations	17,619.00	0.00
<b>Herald Classified Ads</b>	820.00	700.00
Herald Display Ads	3,297.00	8,000.00
Herald Subscriptions	0.00	10.00
Investment Income	9.71	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
<b>Total Income</b>	<b>42,810.71</b>	<b>30,010.00</b>
<b>Gross Profit</b>	<b>42,810.71</b>	<b>30,010.00</b>
<b>Expense</b>		
<b>Admin &amp; Misc Activities</b>		
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	199.49	275.00
State Corporate Registration	25.00	25.00
Tax Prep & Filing Fees	0.00	100.00
Volunteer Appreciation Dinner	219.60	350.00
Admin & Misc Activities - Other	0.00	0.00
<b>Total Admin &amp; Misc Activities</b>	<b>5,042.69</b>	<b>5,225.00</b>
<b>Common Grounds Maint. Committee</b>		
Area Maintenance Contract	2,201.00	1,000.00
Beautification & Gardening Grp	161.99	150.00
Message Board Maintenance	0.00	100.00
Utilities	128.64	160.00
<b>Total Common Grounds Maint. Committee</b>	<b>2,491.63</b>	<b>1,410.00</b>
<b>Herald Newsletter Committee</b>		
Herald Administrative Expense	0.00	100.00
Herald Delivery-\$350/issue	1,750.00	2,800.00
Herald Printing-8 issues	12,548.01	9,500.00
<b>Total Herald Newsletter Committee</b>	<b>14,298.01</b>	<b>12,400.00</b>
<b>Membership Committee</b>		
Admin Expenses	193.36	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
<b>Total Membership Committee</b>	<b>338.11</b>	<b>640.00</b>
<b>Standing Committees</b>		
Halloween Fall Festival Committ	4,645.24	3,000.00
Parks and Lake Committee	2,890.32	200.00
Scholarship Committee	0.00	3,050.00
Spring Egg Hunt Committee	260.79	360.00
Web and Social Media Committee	676.78	800.00
<b>Total Standing Committees</b>	<b>8,473.13</b>	<b>7,410.00</b>
<b>Support for Special Activities</b>		
Spring/Fall Dumpster Day	1,700.00	1,700.00
Winter Holiday Decortng Contest	0.00	75.00
Yard of the Month	0.00	100.00
<b>Total Support for Special Activities</b>	<b>1,700.00</b>	<b>1,875.00</b>

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## Kings Park West Civic Association

### FY22 Budget Report

October 01, 2021 through June 30, 2022

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	<u>Oct '21 - Jun 22</u>	<u>Budget</u>
Support for Youth Groups		
Robinson Grad Party	250.00	250.00
Scout Packs and Troop	0.00	800.00
<b>Total Support for Youth Groups</b>	<u>250.00</u>	<u>1,050.00</u>
<b>Total Expense</b>	<u>32,593.57</u>	<u>30,010.00</u>
<b>Net Income</b>	<u><b>10,217.14</b></u>	<u><b>0.00</b></u>

**Kings Park West Civic Association**  
**Change in Restricted Equity Accts from Previous Year**  
**FY 22 compared to FY 21**  
**As of June 30, 2022**

	Escrow Acct As of 30-Sep-21	Donations in FY 22	Spent in FY22	Overflow from Prev Halloween Cancellations	Escrow Acct As of 30-Jun-22
Braddock Nights Acct	35.00	405.00	(440.00)	-	-
Common Grounds Maintenance Acct	5,410.29	1,726.00	(1,081.64)	-	6,054.65
Fairfax Family Cemetery Acct	300.00	-	(270.08)	-	29.92
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	(1,898.01)	-	4,880.92
Parks and Lake Acct	12,843.58	2,189.00	(2,690.32)	-	12,342.26
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	-	3,956.00	(560.00)	-	3,396.00
Volunteer Fire/Rescue Acct	80.00	4,194.00	(4,274.00)	-	-
<b>TOTAL IN EQUITY ACCOUNTS</b>	<b>28,028.36</b>	<b>17,619.00</b>	<b>(14,266.29)</b>	<b>4,862.56</b>	<b>36,243.63</b>