

Kings Park West Civic Association  
Board of Directors Meeting  
16 August 2022  
At Board President's Residence

**Members Present:** Sarah Lennon/President, Mike Stonkey/Vice President, Karen Emmons/Treasurer, Karen Cosgrove/Secretary

**Others Present:** Tom McCook/Parks & Lake, Matt Jones/Pack 1967

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

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

**President's Report:** None

**Vice President's Report:** Mike created an updated advertisement for the Herald for elections. Sarah will also post advertisements on Facebook/NextDoor concerning the open board positions (Secretary), sharing the position description so it is clear what the position requires; Karen Cosgrove offered to be available to talk to any prospective Secretary candidates. Sarah asked that all Board and Committee members think about possible candidates for Secretary since a direct/personal ask is often the most effective route to new volunteers.

Mike is still planning on the troop shed work, and will address the carpenter bee issue first, followed by the door hinges and possibly painting. He also fixed the Lakeview plant stand, as well as the other stands.

Scout update - Square will now allow for multiple accounts with the same ID, and it is easier than using CheddarUp. Sarah would like to set up a separate call with the Scouts and Treasurer, to discuss the specifics. Matt has a design for the KPW ornaments to be sold (approximately \$20). The Scouts plan on a booth at the Halloween festival as well as a couple of other events, and a Herald advertisement. Matt is looking for Square account approval, and Sarah agreed that it's already in line with our current concept. Mike informed the group that the state of scouting will be discussed at the Member meeting, and that pack 1968 is folding and the scouts have transferred to 1967.

**Treasurer's Report:** Karen sent the budget for next year to be published in the Herald. We will discuss the budget at the Membership meeting.

**Members at Large:** No updates

**Membership:** The group discussed the different aspects of the survey and all agreed it needs a lot of work. Because our budget is not in a healthy place, we are looking to make cuts. The survey is to be distributed with the membership form, will be in the Herald, on the website and Facebook/NextDoor, and distributed by the Block Captains. If we want the survey to be able to be taken on mobile devices (using a QR code, for example, it needs to be in a SurveyMonkey or some such platform. Karen Cosgrove suggested that we break out “what a membership buys you”, and Tom suggested breaking out the top 3 items by dollar amount. Sarah liked this idea, and Karen Emmons will research the breakout. Sarah would like the survey questions final by Monday, 8/22.

It was also suggested that the Board work to solicit ads from companies we all see working in the community, and also canvass in person Twinbrook shopping center and University Mall.

**Parks & Lake:** Tom would like to do a clean-up at Shane’s Creek in the winter, and would like to find new areas to clean and preserve for future efforts.

**Open Business:** None

Next board meeting will be on 20 Sep 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 8:10pm.

08/10/22

# Kings Park West Civic Association

## FY22 Budget Report

October 01, 2021 through July 31, 2022

	Oct '21 - Jul 22	Budget
<b>Income</b>		
Annual Member Dues	21,090.00	21,100.00
Donations	17,619.00	0.00
Herald Classified Ads	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>42,835.71</b>	<b>30,010.00</b>
<b>Gross Profit</b>	<b>42,835.71</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	2,801.00	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>3,091.63</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	2,000.00	3,050.00
Spring Egg Hunt Committee	260.79	360.00
Web and Social Media Committee	748.78	800.00
<b>Total Standing Committees</b>	<b>10,545.13</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>

08/10/22

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## FY22 Budget Report

October 01, 2021 through July 31, 2022

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	<u>Oct '21 - Jul 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>35,265.57</u>	<u>30,010.00</u>
<b>Net Income</b>	<u><b>7,570.14</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 July 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-Jul-22
Braddock Nights Acct	35.00	405.00	(440.00)	-	-
Common Grounds Maintenance Acct	5,410.29	1,726.00	(1,681.63)	-	5,454.66
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>(16,332.28)</b>	<b>4,862.56</b>	<b>34,177.64</b>