Carderock Springs Citizens’ Association

November 19, 2018

Monthly Board Meeting Minutes

Board members present: Jack Orrick, Petra Jacobs, Tom Deyo, Jenny Spreitzer, Stefan LoBuglio, Svitlana Sweat, Julie Weber, Tim Williams

Board members excused: Bill Draper

Community Members Present: Margie Orrick

CSCA President Jack Orrick convened the meeting at 7:37 p.m.

Item 1: Minutes

Minutes of the October 15, 2018 meeting were approved by the board upon motion duly made and seconded (Motion #1)

Item 2: Treasurer’s report

Svitlana reported that she had not yet sent a treasurer’s update, but had sent the budget. She noted that all large items for the year were paid for already. It was noted that Diane Karlick is seeking reimbursement for expenses incurred, and that Jack had submitted receipts for expenses incurred in connection with the fall meeting. It was also noted that expenses for graphic design services had not yet been invoiced or paid. The board discussed how much of its extra cash relative to budget would go into reserve.

Action Item: There was a proposal to use operating cash to make up the shortfall in dues income versus budget, which was carried upon motion duly made and seconded.

There was further discussion about switching banks. Svitlana agreed to review other banks before the January meeting. She also agreed to look at options for better return and liquidity for the reserve fund, including staggered CDs, etc. The board reviewed other budget and expense items, including printing, lighting, branding, website and environmental, wlesome committee, flowers.

The board also discussed prior year house tours and options for 2019, with no action item.

A question arose about who administers the Carderock Facebook page, with a recommendation to inquire on the CS-Chat.

The board discussed options to get a higher percentage of residents to pay dues as an alternative to increasing dues. The board agreed that 60% would be a good goal.

Action item: Rerun the budget and discuss the possibility of raising dues at the January meeting.

Item 3: Branding

Tom presented a branding update, and the board discussed color schemes for the new logo. There was discussion of adding a “nature” theme to the new logo, with no action item decided.

Item 4: Website

Margie provided an update on the website. The website was changed before the administrators were ready. There was discussion about how to quickly update missing information from the new site, including photos and copy editing.

Item 5: Covenant Task Force

Jack provided an update on the covenant task force. There was no update from discussions with Hollin Hills, which were postponed until January.

Item 5: Other items

Jack noted that he is spearheading the update of text in the directory. There was a brief update on quiet skies and beltway noise activities. Jack noted that the Jan. meeting would be on the 14th. There was discussion of a truncated newsletter focused on advertising the Feb. talent show.

There being no other matters before the board, the meeting was adjourned at approximately 9:30 p.m.

Submitted by Tim Williams, CSCA Secretary