

**Carderock Springs Citizens' Association**  
**15 December 2014 CSCA Minutes CSCA Board Meeting**

Board members present: Barbara Ames, Anne Carlson, Rob Gorman, Jack Orrick, Phil Rider, Donna Schwartz

Also in attendance: Georgia Petsche

**1) Opening and Comments –**

Phil Rider called the meeting to order.

**2) Secretary's Report –**

The October Meeting minutes (prepared by Jack Orrick and Barbara Ames) were approved as presented.

*Donna will consider October Meeting minutes final.*

***ACTION: Donna to prepare meeting minutes for the Fall Meeting (November 09, 2014).***

**3) Treasurer's Report –**

There was little activity in November. Rob paid \$1125 for the renewal of Directors and Officers insurance.

***ACTION: Rob to provide Phil a key to the Cabin John post-office box so Phil can pick up mail weekly.***

**4) New Business –**

- The board discussed creating a formal policy regarding volunteers and the CSCA. The board agreed upon the following:
  - People can not use their volunteer work for the Carderock Springs Citizens Association to promote their own business interests at the exclusions of others.
- Georgia Petsche, Beautification Committee chairperson, presented unpaid invoices for landscape maintenance. The total of these invoices and those previously paid were over the \$500 budget for the Beautification Committee. After discussion, the committee agreed to pay the invoices. The budget was discussed and it was reiterated that all expenditures over the \$500 budgeted for beautification (landscape maintenance) must be approved by the CSCA prior to the expenditure.
  - The committee discussed the need to repair the broken light at the Carderock Springs Road entrance and investigate having regular landscape maintenance contract for care for the area.
  - Carderock Springs Drive between River Road and Fenway Road falls under county jurisdiction. River Road (190) is maintained by the state. The area around the entrance may receive some landscape support from the county.
  - Georgia Petsche resigned as chairperson of the Beautification Committee. The CSCA board thanked Georgia for her time and effect on beautification of the neighborhood.

***ACTION: Anne to obtain quotation on the repair of the light at the Carderock Springs entrance.***

*Post-meeting note: Anne was able to have an electrician (Shawn Neylon at Canton Electric) evaluate the broken light. The electrician went ahead and repaired the light at the time of his visit on December 26 to prepare the quotation. The light is now working; the cost was \$200.*

***ACTION: Barbara to contact Montgomery County about their role in maintaining the Carderock Springs Drive entrance as the entryway road is a county road.***

***ACTION: Phil to contact Manuel Orozco regarding setting up a maintenance contract for the Carderock Springs entrance.***

- A new development is planned on River Road across from Carderock Springs Drive (between Quarry Springs and Clewerwall Drive. This will be an assisted-living facility for patients with Alzheimer's disease. The size of the building and any changes to traffic patterns are not known.

***ACTION: Jack to check into the scope of the new development.***

- A new edition of the CSCA Directory is scheduled for 2015. Barbara will provide the directory update (changes since 2013 version) with the dues statements to be sent in 2015.
- Jack discussed the proposed Carderock Springs house tour with Scott Wilets with the focus being on using houses as an example of illustrating the ability to maintain the integrity of the Bennett vision for the neighborhood.
  - It was suggested that 3-6 houses where the Architectural Review Committee (ARC) worked with the homeowners to resolve design issues be included on the tour. A brief written description will be provided of the ARC process and suggestions for each house on the tour. The tour will serve as a way to inform homeowners of the ARC process and illustrate the assistance the ARC offers to the renovation process.
  - The Carderock Unites Against Flooding committee has expressed a desire to be included in the house tour, ie rain gardens and landscape solutions.

***ACTION: Jack to follow up with Scott to discuss the home tour and possible houses to include.***

- Rob provided an update on the permanent display showing a map of the neighborhood, models of homes, and short biography of William Bennett. Mark Hill, Mary Lou Shannon, Melissa Wilets, and Rob Gorman met to brainstorm on the signage. Melissa is taking the lead to identify examples of similar types of signage both in the DC area and elsewhere. The group will meet again on January 16 to further discuss the project. The signage will be outside of the clubhouse, several areas have been proposed as well as several types of signs. The sign(s) will be all weather. Mark Hill knows vendors that can produce the sign. No decisions have been made if the swim club will share the cost of the signage.
- Phil will speak with Margie and Noelle regarding responsibilities for the Carderock Springs website and the CSCA Newsletter.

***ACTION: Phil to follow up on newsletter and website responsibilities.***

## **5) 2015 Budget**

The budget will include:

- Carderock Unites Against Flooding has requested \$500. The committee has submitted a grant proposal from Montgomery County for one major rainscape project for one resident (the resident will pay a portion of the cost to install the rainscape) and conduct an extensive education program for the community. If the grant is not received, the committee will request an additional \$500 to support the education program.
- Senior Social/education group has requested \$500.
- Social Committee proposed \$1500. The committee had a budget of \$2500 in 2014 (but no chairperson). Phil has suggested doing 3 events in 2015 (no major event unless someone volunteers to

do this) with a budget of \$500 for each; one event would be the new neighbor potluck in February. He noted that the neighborhood has several events that promote community interaction including Carderock Creates, Chili Cook-off, and campouts (the campouts have their own budget).

- Campouts
- 2015 Directory printing and delivery
- Montgomery County Civic Federation, membership
- Newsletter
- Other committees

***ACTION: Barbara to provide estimate on cost of printing the directory based upon the 2013 directory.***

Next CSCA Board meeting: **January 19, 2015**, at the clubhouse (7 pm).

Meeting adjourned.