

Carderock Springs Citizens Association
Minutes from Board Meeting on August 22, 2022,

Held via Zoom.

Board Members present: Jack Orrick, Ashkan A. Malayeri, Maja Husar, Ashish Goel, Katalin Roth, Susan Eastman, Meaghan Sullivan Curry

Board Members absent: none

Community members present: Stefan Lobuglio, Alvina Long, Kimberly Young, Dianne Stephens, Karen Ringo, Frank Jackson

Jack Orrick called the meeting to order around 8pm.

Agenda:

1. Approval of June Board meeting minutes
2. Treasurer's Report
3. Covenant Committee Tree Preservation Guidelines
4. 60th Anniversary/Newcomers event on September 17
5. CS Intergenerational Village
6. Old Business
7. New Business
8. Next Meeting

Item 1: Approval of June Minutes

No comments on minutes. Deemed approved.

Item 2: Treasurer's Report – Ashish Goel

Ashish gave the treasury report. The income shows \$644.18 from the wine and cheese event, which was supposed to be a net-neutral event, but does not show expenses for Kimberly to cover the costs. The only expenses for the last three months have been electric bills for the lights, website, and newsletter printing. The newcomers' dinner will be the big item that will happen soon. Overall, we are not spending as much as we are budgeting for. Ashish is trying to move some money from the checking account into CDs. The interest rates on CDs are on the rise.

Item 3: Covenant Committee Tree Preservation Guidelines – Gary Ratner and Sue Eastman

We hope to finalize the document to send for approval to the community soon. Gary mentioned that the committee had done a lot of work to answer the comments from the board and integrate some of the items from the charter for the community's approval. One of the changes is to attach the charter to the guideline. He mentioned that the purpose of the proposal is to have a clear definition of guidelines

for tree preservation efforts around the community. He also suggested having a timeline for community members to submit their questions and comments to the committee and the board with the ultimate goal that the board will sign off on the documents to make it the official policy for the entire community. Jack mentioned that a Fall deadline (most likely before our November community meeting) would be appropriate for receiving comments and questions from the community. A couple of suggestions were made on how to distribute the document around the neighborhood – hard copy, email, or as part of the newsletter. Ashkan suggested posting a summary in the newsletter, which was agreed upon. Jack suggested posting the link on the website and requesting folks to contact the board if they need a hard copy of the proposal. Gary proposed a closer collaboration between the tree committee and the ARC to streamline the tree preservation efforts, and Jack agreed. Sue mentioned the need for the builders and folks thinking about the renovation to submit a separate map for preserving hardwood trees. Katalin suggested clarifying the distinction between the tree preservation committee and tree committee since they share many members. Jack mentioned that it might make sense to put both under the same umbrella and designate a person to be the liaison between the tree committee and the board, similar to what Sue Eastman does between the board and the ARC. Katalin Roth agreed to serve as the liaison initially. The overall structure of the committee and the relationship between this committee and the board will be ironed out after comments are received from the community and the final approval by the board in the Fall.

Item 4: 60th Anniversary/Newcomers event on September 17– Kimberly Young

Kimberly Young, the event chair, gave an update on preparations for the 60th Anniversary CS Board Association Event that is also going to be the Newcomers' Welcome Dinner. The event is going to take place on Sept 17, 2022, at the Swim and Tennis Club from 5pm to 8pm, with a rain date of Sept 18. The board is contributing \$3,500 towards the event, the rest will have to be covered by paid admission. Kimberly will deliver the event budget estimate via email by Wednesday, August 24 to help determine the final event price. The board was suggesting keeping pricing simple, and ensuring it covers the cost of the event. Latest suggestion was kids (ages 5-12) - \$5, adults \$15. For comparison, last year event was \$10/person. Ashish suggested \$20 per adult and \$10 per child to ensure enough funds to cover the cost of the event, however, the majority agreed we will verify the cost after the event budget is presented. There was an idea of newcomer families being "sponsored" by some of the CS families, but the complexity of making that work would make it too difficult to execute at this point.

The admission for newcomers (~25 households, on avg 3-4ppl per family) will be free. 75 persons have RSVPed so far, more expected to reply as soon as the cost is announced. Kimberly suggested that next year's event cost needs to be announced earlier, so we have a clearer idea of number of attendees earlier.

Event set up will be like past year, with some more festive accents acknowledging the 60th anniversary.

Food will be served in the club room, and beverages outside. There will be 5 cocktails tables set up for people to roam around. Catering is by Mezo – Middle Eastern restaurant in Gaithersburg. Catering cost to be confirmed, approx. \$18/per person + delivery fee. Food will be set up as double-sided buffet, with plenty of options for vegetarians. It will be self-serve or members of the board or students to serve (30 min shifts) – Kimberly is going to be confirming that at the next board meeting.

Kimberly is going to check with Larry on any beverages left after the Year-end event at the swimming pool. There is only a pack of water left over from previous events.

Printed invitation (postcard/brochure) will go out along with the newsletter (two weeks prior to the event) to the newcomer families; all the other residents will receive information via email and newsletter. Jack offered CSCA yard signs – there is a dozen of them from last year, they can be easily updated (adding date and time) and distributed in key locations throughout the neighborhood.

Special decorations – balloons, fairy lights, etc. Party favors – Jack’s idea to print postcards with event design by Susan Eastman, with a hand-written welcome note from a board member/Jack. Amy is secured as the event photographer. There will be a slideshow running in the background

Last year traffic at the welcome/ check-in was an issue – too much was trying to be done at that table. Organizers must be mindful of this and use the check-in for (pre-printed stickers) and payment. Regarding expediting payment – Meaghan suggested using Square (she and Asish will work on connecting her hardware to use it at the event); Maja suggested collecting payments ahead of event via Venmo (may be hard to reconcile at the door?)

Kimberly has a rough agenda for the event. There will be a meeting on the agenda before the next board meeting – Jack and Maja offered to help. MCs of the event are Seth and Jenna, Rob will be DJ (music from the 60-ties). Jack will clarify w/ Tom where are the signboards from the 50th Anniversary event.

Item 5: Village Exploratory Group

So far 45 surveys have been collected during in-person event. With people returning from summer travels, Maja will send an email with a link to the survey to gather better understanding of community interest in various type of activities the Village can offer. The group will resume work in September. The Sippa or Cuppa, Village’s social events, will be held once a month starting September. Those are led by Susan Eastman.

Item 6: Old Business – Beltway Widening

Widening of the Beltway has been delayed by the Federal Department of Transportation. The conversations regarding the project on hold.

Item 7: New Business - Next meeting date and Newsletter deadline

Based on members’ availability, it appears that Sept 12, 7:30pm, is the best time for the next Board meeting.

Newsletter deadline is Friday, August 26.

Respectfully submitted,

Ashkan A. Malayeri and Maja Husar, Secretaries