

## Carderock Springs Citizens Association

Minutes from the Board Meeting on January 15, 2024

Held via Zoom.

Board Members present: Jack Orrick, Rick Wilson, Maja Husar, Ashkan Malayeri, Brian Glenn, Katalin Roth, Ashish Goel, Sue Eastman, and Steven Seitz

Board Members absent: Meaghan Sullivan Curry

Community members present: Gershon Ratner, Katherine Stifel, Kimberly Young, Lisa Wilcox Deyo, Anja Caldwell, Frank Jackson

Jack Orrick called the meeting to order around 7:30 p.m.

### **Agenda:**

1. Approval of November Board meeting minutes
2. Treasurer's report for December
3. Preview of revised ARC Guidelines
4. Tree cutting incidents
5. Budget for 2024
6. Meeting with MDOT regarding plans for Beltway widening
7. Traffic Safety Committee
8. 2024 Dues letters – process and timing to send
9. 2024 – 2025 Board – begin planning for election in April
10. Old Business – Knob sign rehab; daffodil planting
11. New Business

### **Item 1: Approval of November Meeting Minutes:**

They are deemed approved.

### **Item 2: Treasurer's report:**

Ashish reported for the 2023

- Contingency fund for 2023 was \$5,250.00
- Total budget was \$18,400
- There are some extra funds left over from the last year that can be spent on social events this year. The amount is approximately \$4,471.19
- We earned approximately \$2,000 in our CDs.
- We have about \$14,000 in our checking account, about \$41,000 in our 7-month CD account, and \$48,000 in a 1-year CD.

### **Item 3: Preview of revised ARC Guidelines**

- Katherine gave an update on the recent ARC meeting.

- The ARC will propose some new changes to the ARC guidelines, including a checklist for the ARC review by folks who will ask for architectural approval, e.g., pictures and location of the house with the proposed changes.
- The ARC is collecting photographs of the 9 house models and a glossary of the materials used in the original houses.
- One of the goals is to have a document rich in hyperlinks with clear instructions for the community.
- The other aim is to align the ARC guidelines with other covenants and tree preservation guidelines.
- Guidelines should be mentioned in the welcome letter for new community members.
- Ultimately, the selling agents should disclose the welcome letter and information about the neighborhood covenant to the potential buyers. Other ideas discussed were increasing the visibility of the guidelines (ARC and Tree preservation) through the website and the newsletter.

#### **Item 4: Tree cutting incidents:**

- There have been at least two incidents in the past month where neighbors complained about tree cutting, which Tree Committee had not approved.
- We should ensure that community members are aware of and understand the process of cutting trees.
- Article 5, section 5 of the tree preservation guidelines details how to inform the person who has cut the tree without approval.

#### **Item 5: Budget for 2024**

- A new directory (A2Z) will be printed by the end of 2024. Jack proposed \$3,000 in the budget.
- We are expecting \$17,250.00 in collected dues in 2024.
- Dues mailing will be \$450 for notices
- Landscaping will be \$1,500
- We are expending \$4,000 on printing the newsletter.
- We will spend \$240 to upkeep the website.
- \$3,500 will be allocated to social events.
- The CUPPA budget will be quadrupled to \$2,000 for 2024. Sue mentioned that she has a list of all the planned CUPPAs for the rest of the year.
- Total discretionary expenses are \$7,350.
- The board unanimously approved the budget for 2024

#### **Item 6. Meeting with MDOT regarding plans for Beltway widening**

- There is no funding for the project yet, so Jack asked the board if a meeting with MDOT is needed since there are no changes in the project's status. If a meeting is needed, we can do it during our annual April meeting.

#### **Item 7. Traffic Safety Committee**

- No new updates from the committee
- We are waiting for the county to adopt new rules

- We are also waiting for the committee members to survey neighbors on Fenway Road, Still Spring Ct., Peck Place. and Magruder Mill Ct about acceptable traffic calming measures.

**Item 8. 2024 Dues letters – process and timing to send**

- The board will prepare a letter to accompany the dues invoices.
- We will send the letters by email for those residents for whom we have email addresses, and if folks don't respond, we will send them a letter by email.
- The dues will stay the same at \$50.
- There will be a survey accompanying the dues letters to solicit feedback on printed vs hard copy newsletter and directory, willingness to volunteer and nominees for Board and committee leadership.

**Item 9. 2024 – 2025 Board – begin planning for election in April**

- Jack will email Board to confirm the date for our annual meeting, which will most likely be at the end of April.

**Item 10. Old Business – Knob sign rehab; daffodil planting**

**Item 11. New Business**

- The repair of Carderock Spring Drive with many new potholes. Maja and Ashkan will communicate with the county to initiate the assessment and potential repair work.
- Jack to check on status of Parks Department rehabilitation of tributary streambed running from culvert over Fenway Road to Cabin John stream
- The newsletter deadline will be February 2.

Respectfully submitted,

Ashkan A. Malayeri, Secretary