

**Lake Barcroft Village**  
**Board of Directors Meeting**  
**MINUTES OF 14 MARCH 2024**

A regular meeting of the Lake Barcroft Village (LBV) Board of Directors was held on 14 March 2024 via Zoom. The meeting was called to order by President Walt Cooper at 3:02 pm.

**Members present:** President Walt Cooper, Vice President Nazir Bhagat, Treasurer Ross Kory, Secretary Cathy Williams, additional board members Elizabeth Boris, Lisa DuBois, Liz Gianturco and Jane Guttman, and Executive Director (ED) Cindy Waters. **Unable to attend:** Past President Ellen Raphaeli

The agenda for the meeting and minutes of the 8 February 2024 meeting were approved.

Unless otherwise noted, officer and committee reports were distributed to Board members prior to the meeting; a copy of each is retained by the Secretary. Summations and additions are provided in each category, below.

**Treasurer's Report:** Treasurer Ross Kory reported financial results through February are encouraging. There is a year-to-date positive cash flow of \$1,135, about \$1,000 more than for the same time last year. Most of this is attributable to membership dues. Cash in the bank has increased from \$25,914 in December to \$27,311 at the end of February. This liquidity is sufficient to carry us through the end of the year, even if we fall somewhat short of the budget. In June the \$51,000 CD will mature with a 4.5% return of more than \$2,000.

**ED's Report:** ED Cindy Waters submitted a written report prior to the meeting. She noted that two former members who moved away have become alumni members at a rate of \$50/person/year. There has been a decrease in the number of program offerings due to low attendance at some events. Cindy is working with Arena Stage to arrange a backstage tour of their facilities and possible reduced rates for an Arena production. She is also working to arrange a winery tour. She thanked Cathy Williams for watching the LBV phones during her recent vacation.

Nazir noted that he is working with Supervisor Jimenez' office to obtain a speaker from the Area Agency on Aging. He will try to arrange this for the June 27 quarterly meeting. Another idea is to invite an attorney or elder law specialist to discuss legal issues.

**Committee Reports:**

Communications – Jane Guttman submitted a written report prior to the meeting. Cindy noted that she edits articles for the Lake Barcroft Newsletter (LBN) and that when an article in *The Villager* is also submitted to the LBN it is sometimes necessary to eliminate parts that pertain only to Village members. She requested that Jane submit articles intended for the LBN to her and Walt for editing before they are sent to the LBN.

Fundraising—Lisa DuBois submitted a written report prior to the meeting indicating that a second solicitation letter was sent to all potential sponsors the first week in March. Both Lisa and Elizabeth Boris have solid leads of sponsors who would like to contribute online.

*Action: Lisa asked that we create a blurb on the LBV website homepage that describes sponsorship options and make the “Donate” button available on the home page rather than subsumed under the “Get Involved” heading. Lisa and Elizabeth will suggest sponsorship language and Jane will make the suggested changes on the website.*

The wine and cheese fundraising event is scheduled for June 1. We have requested free use of Beach 5. Katie Musser will assist in putting this request on the LBA Board agenda. Volunteers are needed to help move tables and food to the picnic area. Lisa will ask the high school for student volunteers to help with set-up and take-down. Lisa will provide a golf cart to transport attendees who need assistance from the parking area to the picnic area. Board members suggested adding a raffle to the event, and Lisa agreed this is an actionable idea.

Programs – Cindy submitted a written report prior to the meeting.

### **Old Business:**

March 27 Quarterly Meeting -- Walt reviewed logistical details for the quarterly meeting. The speaker on fall prevention is confirmed. Mike Sternad has agreed to help with AV. The event will be offered both in-person and online. Lisa will bring water; Cathy will bring cookies; Clyde Williams and Lisa will help with set-up. A certificate will be presented to Sam Rothman for his many years of service to the Board. Ballots for the election of directors will be available at the door for those who haven't voted yet, and Cindy will count them prior to the general meeting following the presentation. Ellen will create a slide in the PowerPoint presentation indicating the names of elected Board members.

*Action: Walt will ask Larry Golfer to videotape the presentation on fall prevention, and the recording will be placed on the LBV website. Jane will review the recording and write a summary of the presentation for The Villager and LBN.*

Volunteer Appreciation event – Cindy and George Waters will host an informal barbecue for volunteers on their deck in May. The likely date will be May 18; rain date May 19. Cindy will check with Lois Mandelberg about combining this event with the scheduled Happy Hour for the 18<sup>th</sup>. One Board volunteer is needed to help George with the grill.

Election of Directors – Cindy reported that slightly more than half of LBV members have voted by mail or email. Additional ballots will be collected during the quarterly meeting.

### **New Business:**

Proposed Amendment to Bylaws -- Walt noted that he would like to make the Fundraising Committee a standing committee. He submitted proposed language prior to the meeting:

In ARTICLE IX --- Committees. Add the following:

Section 9. Fundraising Committee. The Fundraising Committee establishes a plan for raising funds to insure the financial viability and stability of the Lake Barcroft Village. The committee finds, creates, and implements fundraising opportunities in Fairfax County and other nearby jurisdictions. This includes working with corporations, businesses, professional organizations, individuals, and grant-making institutions. The Committee also conducts fundraising events during the year to raise funds and promote the Village. The Fundraising Committee will develop an annual fundraising plan for incorporation into the Village budget. Given its importance, it's envisioned that several Directors and Village members will serve on this committee.

Cathy moved that this language be submitted to the Bylaws Update Ad Hoc Committee for inclusion in the Bylaws update; Elizabeth seconded the motion. The motion carried.

Survey of Members and Subsequent Board Retreat – After discussion the Board agreed to hold the retreat June 6 from 1:00 to 4:00. Elizabeth will develop some questions for discussion, and we may invite some Village members to attend. During the retreat the Board may develop survey questions to send to Village members.

*Action: Walt will check to see if the Woodrow Wilson Library meeting room is available for the retreat.*

**Other Business:**

Next Board Meeting: The next Board meeting will be Thursday, 11 April, 2024, 3:00 pm via Zoom.

The meeting was adjourned at 4:03 pm.

Respectfully submitted,

Cathy Williams  
Secretary