

Carderock Springs Citizens' Association
September 19, 2011 Minutes CSCA Board Meeting

Present: Barbara Ames, Jack Orrick, Georgia Petsche, Phil Rider, Mary Lou Shannon, Bob Stocker, Gunnar Tomasson, Margit Meissner (ARC Liaison)

Opening and Comments –

Phil Rider called the meeting to order.

Discussion –

1) Secretary's Report –

Gunnar provided an overview of the distributed July Minutes. Following discussion, the July Minutes were approved.

Gunnar Tomasson to consider July Meeting minutes final.

2) Treasurer's Report –

Bob Stocker submitted a written report and provided an overview of the budget, discussion of operating and discretionary funds. Bob noted that a second dues mailing was sent out and that dues payments continue to trickle in. To date, income has reached 107% of the annual due to a successful membership response.

A discussion was held regarding how the CSCA fiscal functioned on a calendar year basis while the CSCA Board year begins in the spring of each year. Does this provide an issue for the Board? Should the CSCA fiscal year remain unchanged? The consensus was that the different schedules did not pose any real problems. It was also noted that changing the fiscal year from a calendar year basis would make tax preparation more difficult.

For clarification and community information, Mary Lou recommended adding a line item for "Entrance Improvement and Maintenance" in the budget.

Following the overview and discussion, the Treasurer's report was approved.

Bob to consider adding an "Entrance Improvement and Maintenance" line item to the budget summary/report.

The Treasurer's Report was approved

3) CSCA Board Meeting Schedule –

There had been some confusion about the current and upcoming schedule for the Board meetings. This prompted a discussion of preferences and availability among the Board. The October meeting has already been set for October 17th. Based on input from the Board members, the third Monday of each month was

identified as the schedule for the monthly meetings. Phil will confirm availability of the Club with Larry.

Phil noted that the current deadline for Newsletter submissions is the 20th of each month. With the move to the third Monday of the month, preparing and submitting any relevant articles in the Newsletter will be difficult due to the quick turn-around. Phil will ask Margie whether the deadline can be extended by one week.

Phil will confirm with Larry availability of the Club on the third Monday of the month.

Phil will ask Margie whether the deadline for Newsletter submissions can be extended by one week to accommodate the Board meeting schedule change.

4) Community Signpost/Bulletin Board –

Barbara Ames updated the Board on her ongoing research the cost and county requirements for signs. She provided a brochure for smaller, portable signs similar to those used by realtors. The signs would be much less expensive and could be put up and taken down easily. Phil thought the signs might be too small and not provide the flexibility for the community to post notices such as yard sales. He has seen the larger signs in other local neighborhoods.

Mary Lou reviewed some of the County requirements for signs, noting that signs are closely regulated to ensure clear driver visibility, reduce clutter, etc. The signs should probably be at least poster size to ensure visibility. For regular Board functions and announcements, the smaller signs would probably be fine.

Mary Lou suggested the Board could purchase sign inserts for regular events such as the semi-annual meeting which has been held on a Sunday at 7 pm for quite a while. Jack Orrick was not sure that purchasing fixed signs or sign inserts was the way to go, given the probability for schedule changes.

Before any decision is made to commit CSCA funds to this effort, County input on regulations is needed. Barbara has tried unsuccessfully to contact the County but has not heard back. She will continue to contact the County and maybe will visit the County offices to discuss face-to-face if needed.

Montgomery County does have fees associated with the placement of some signs. Additionally, the pre-made signs/boards available for purchase are fairly expensive given the funds available. Bob Stocker volunteered that he could build a sign board and would make it rustic in keeping with general Carderock aesthetics.

Barbara will continue her efforts to contact the County to determine guidelines on signs such as size, placement on County property/easements, etc.

5) Newcomer Welcome Get-Together –

Mary Lou discussed the details on the Newcomer Welcome Get-Together scheduled for this Sunday between 4-6 pm. She said that approximately 13 -14 new neighbors had moved to the neighborhood in the past year. The new neighbors all received a ‘save the date’ notice for the get-together. The current plan is to have the new-neighbors and the CSCA Board members attend. Based on feedback, it was decided to include the community as well.

Mary Lou said that she needed assistance with set-up prior to the party. Both Jack and Gunnar volunteered and will be at the Club sometime around 3:30 to assist.

Mary Lou to notify community of the upcoming Newcomer Welcome Get-Together.

Jack and Gunnar volunteered to assist with set-up for the Newcomer Welcome Get-Together and will arrive at the Club around 3:30 Sunday to assist.

6) Beautification Committee –

Georgia Petsche has received an estimate to install new lighting at the Carderock Springs entrance at River Rd. to illuminate the Carderock Springs sign. The estimate for \$896.03 includes the installation of two outdoor waterproof 50W LED flood lights. For an additional \$200, protective cages could be installed to protect the lights against damage such as vandalism.

The proposed lighting would replace the current system of four 90W lights that require frequent replacement. The proposed lighting uses LED lights, which would greatly reduce the electricity expense.

Following some discussion, the proposed installation of new lights was approved.

Mary Lou and Georgia reviewed a landscaping proposal to address the drainage and upkeep of the Carderock Springs entrance at River Rd.

The drainage proposal included two items: 1) Installation of 44 linear feet of French draining pipe (\$790) and 2) 180 square feet of river stone installed (\$1,290). The Board approved the installation of the drainage pipe but postponed the installation of the river stone pending the finalization of landscaping plans.

The maintenance proposal received was for a monthly fee of \$100. The discussions with the contractor were verbal so it wasn't clear if the monthly fee was for all twelve months of the year or excluded months were little to no work would be required (winter months). Georgia will seek clarification from the contractor.

The proposed installation of new lights at the Carderock Springs entrance at River Rd. was approved.

The proposed installation of the drainage pipe at the Carderock Springs entrance at River Rd. was approved.

The proposed monthly maintenance proposal at a monthly fee of \$100 was approved. Georgia will seek clarification on details from contractor.

The Board postponed the installation of the river stone pending the finalization of landscaping plans.

7) Safety Committee –

Phil reported that the Safety Committee had some activity over the summer but that it had been hard to meet due to vacation schedules. A key accomplishment was that the Committee members spoke with neighbors directly impacted by the proposed changes. The discussions were received very positively and neighbors appreciated the effort to reach out. The Committee continues to receive e-mails with comments and feedback on the Fenway Rd. traffic discussions. Numerous e-mails have been received regarding the increase in neighborhood cut-through traffic on Lilly Stone Dr.

The Committee is now considering a three-phased approach:

- I. Installation of signs (“Slow Down”, “Welcome to Carderock”, etc.) that would need minimal review and approval from the County. Another consideration is the installation of an electronic speed sign notifying drivers of their current speed;
- II. Installation of two traffic islands in the neighborhood; and
- III. Installation of a temporary bump-out to gauge impact and effectiveness.

The intent of the Committee is to have a proposal prepared and submitted to the Board by the October monthly meeting. Once the proposal has been received and the Board decides to proceed, the Board will be responsible for receiving community input.

Phil announced that Betsy Brach will take over the Safety Committee Chairperson role in October.

Meeting Adjourned.