

**Carderock Springs Citizens' Association**  
**August 2, 2010 Minutes CSCA Board Meeting**

Present: Barbara Ames, Tom Hilton, Jack Orrick, Georgia Petsche, Phil Rider, Mary Lou Shannon, and Gunnar Tomasson

Opening and Comments –

Phil Rider called the meeting to order. The meeting was held at the CS Clubhouse with notice provided to the community that the meeting was open to all; several neighbors did attend and participated in discussions.

Discussion –

To begin the meeting discussion, Phil distributed the meeting agenda and June Meeting minutes.

1) Secretary's Report –

Gunnar Tomasson had previously distributed a draft version of the June Meeting minutes. Following a brief discussion, the minutes were approved.

*Gunnar Tomasson to consider June Meeting minutes final.*

2) Treasurer's Report –

Tom Hilton distributed copies and discussed the contents of the current CSCA Treasurer's Report. The Report included current balances and expenditures to date for the calendar year 2010. Based on the balance and the expected remaining expenditures information, Tom considers the CSCA to be in decent financial shape for the year.

In response to a question, Tom provided the information that he does not know off hand the percentage of residents who have submitted membership dues but he did say membership dues had been received from a sizable percentage of residents.

3) Old Business –

Phil noted that the tree discussed during the June Board meeting, located near the intersection of Carderock Springs Dr. and Fenway Rd., has been removed. The tree stood on park property but was leaning dangerously. Phil thanked Georgia Petsche for her successful coordination with the County to have the issue addressed.

Georgia continues her discussions regarding the work and upkeep to the "Carderock Springs" sign at the intersection of Persimmon Tree Rd. and Lilly Stone Dr. She is making progress towards obtaining a cost estimate for the work.

Tom brought up the ongoing issue of power outages within the neighborhood and would like the Board to follow-up with PEPCO on alternatives and cost.

*Phil Rider will put the power issue and the overall community response on the CSCA Board Meeting September agenda.*

4) Directory –

Barbara Ames said that draft Directory has been proofed. She asked whether the Directory should be distributed to all Carderock residents or limited to those who had paid their dues. The discussion included the idea of inserting a note in the Directory reminding residents to submit their dues. Following discussion, the full distribution of the Directory with a dues note inserted was approved.

Phil would like to the directory to be expanded to include resource information (PEPCO, County trash, etc.) Included in this resource information, Phil suggested including Board member mobile phone numbers and including a line for mobile phone numbers on the directory form.

The question was asked how we should update information on neighborhood services (e.g., babysitting, dog walking). Some of the information has become outdated since there is no set process for reviewing and maintaining the information. To address this, Barbara will put out a request for directory updates to the neighborhood. Information that is not submitted for update will be removed. She will provide notice to this new procedure on CS Chat.

*Approved - Distribute of the Carderock Directory to all Carderock residents with a dues note reminder inserted.*

*Barbara to include resource information (PEPCO, County trash, etc.) and Board member mobile phone numbers in directory.*

*Barbara to including a line for mobile phone numbers on the directory form.*

*Barbara to request directory updates to the neighborhood and provide notice to this new procedure on CS Chat.*

5) Welcome –

Mary Lou Shannon proposed identifying new neighbors through available on-line information. Mary Lou also proposed sending a welcome letter and a Carderock information packet. She distributed a sample packet for the Board to review.

As discussed during previous meetings, Mary Lou would like to see a wine and cheese evening gathering at the CS Clubhouse with new neighbors and Board members. She will propose a date sometime in September with a tentative start time of 5 pm.

Tom Hilton asked about the cost of the Welcome packets and who would pay for the packets. The costs were provided as \$12 each with the costs coming from the Board account. This is an extraordinary cost that should be accounted for in the budget. Jack Orrick suggested that Committee leads develop and submit budgets for discussion at the next Board meeting.

*Committee leads develop and submit budgets for discussion at the September Board meeting.*

6) Safety –

The two outstanding safety issues are: 1) speeding; and 2) how to decrease theft. The speeding issue has been an ongoing discussion, particularly on Fenway Rd. Several options have already been identified through County studies. Fenway Rd. did not meet established standards for consideration of speed bumps. Specifically, a road must have a flow rate of 100 cars or more per hour and meet a set threshold for the rate of speeding.

7) Covenants –

Jack Orrick had previously posted the numerous applicable Carderock Springs covenants online. Jack will review and update the online covenant information to include some of the Carderock properties were omitted from the initial covenant lists.

Phil noted that the covenant information was excellent information to provide but the outstanding issue remains as to how to effectively enforce the covenants.

*Jack will review and update the online covenant information to include all Carderock properties.*

8) Beautification –

Georgia Petsche is obtaining cost estimates for the work and maintenance efforts.

9) Architectural Review Committee –

Phil recently sent an e-mail to neighbors who had submitted request to the ARC and had not received any response. Some investigation found that the ARC inbox contained significant numbers of unopened correspondence requesting ARC response. To address this, Doug So Lin of the ARC suggested including a communications and a ‘tree’ person to the ARC membership. Phil presented the addition of the two ARC members as a motion; the motion was passed.

*Approved – The ARC membership expanded to include a communications and a ‘tree’ person.*

10) Tree Removal –

Lisa Wilcox Deyo has volunteered to serve as the ‘tree’ person for the CSCA/ARC and neighborhood. Lisa brings an excellent background as a landscape architect to the role. Following discussion, the title of her role was decided to be “Tree Consultant”.

Phil asked Lisa to review the current tree guidelines and provide feedback. Tom said that some of the existing language was not very clear and should be simplified. Lastly, it was decided that the tree guidelines should be incorporated in the Carderock Directory.

*Phil will work with Lisa Wilcox Deyo on the review/update of the current tree guidelines. Should have complete in time for publication of the Carderock Directory.*

### 11) Habitat Restore Request –

A representative from Habitat Restore contacted Phil about coordinating a community pick up of denotable items. Discussion brought up several issues: the County will provide pick up if requested; concern about what happens to items not picked up and left behind; and the perception of favoritism among the many charities that offer the same type of service. Based on the feedback, any action taken will be limited to notification on CS Chat without coordination by the Board.

### 12) Mission Statement –

Tom Hilton and Mary Lou Shannon each drafted a Mission Statement and distributed for review/comment. The concept of what the Mission Statement should encompass was discussed and how it relates to the covenants. The general concept was that the mission of the Board was to maintain the covenants and enhance the safety/beauty of the neighborhood.

Other Board members volunteered to draft a Mission Statement or update one of the two submitted as the Board works towards a final version.

### 13) Miscellaneous –

Margit Meissner, participating as an attendee, noted that the acoustics in the CS Clubhouse created a lot of echo. Her suggestion was that for larger meetings, such as the larger Fall and Spring meeting, the Board should consider reconfiguring the layout. One suggestion was that the Board face out from the longer, widow side of the Clubhouse with participants seated in more of a semi-circle.

The next Board meeting is scheduled for the second Monday of September.

Meeting Adjourned.