

**Carderock Springs Citizens' Association**  
**December 17, 2012 Minutes CSCA Board Meeting**

Present: Barbara Ames, Lisa Wilcox Deyo, Jack Orrick, Phil Rider, Mary Lou Shannon, Bob Stocker, Joe Tobin, Gunnar Tomasson

Opening and Comments –

Phil Rider called the meeting to order.

Discussion –

1) Secretary's Report –

Gunnar Tomasson presented the November Meeting minutes for review. Gunnar reviewed some changes to the minutes based on input received on the original draft that was distributed. Following discussion, the minutes were approved as presented in the revised version to include changes based on input.

*Gunnar Tomasson to consider November Meeting minutes final.*

2) Treasurer's Report –

Bob Stocker provided an overview of the monthly Treasurer's report. The full cost associated with the development and distribution of the Carderock Springs Community Directory was discussed. Barbara Ames offered to research the cost the most recent Directory and provide that information to Bob. Following discussion, the report was approved as presented.

*The Treasurer's Report was approved.*

*Barbara Ames to provide total cost of the most recent Community Directory to Bob.*

3) Community Directory –

Barbara Ames provided a status of the Community Directory update to the Board. Barbara is almost ready to push ahead with production following some final checks. Mary Lou Shannon offered to review the list for accuracy. Barbara noted that there are always extras ordered to provide to new neighbors and others as needed.

*Mary Lou Shannon to review Directory information for accuracy.*

4) Newcomer's Reception Party Update –

Joe Tobin provided an update to the planned Newcomer's Reception Party. The Events Committee met and discussed the details. The Committee decided to push the date out to February 10 to allow more lead time for notifying the community, particularly allowing enough time to include in the Newsletter. Phil suggested the distribution of a separate announcement flyer to the community. This year's event will include invitations to the entire community.

## 5) Tree Removal Guidelines –

Phil opened the discussion of the Tree removal guidelines by stating that as a result of recent storms, the Board should consider reassessing the guidelines to allow for the removal of trees before they fall in a storm and damage property. As an example, the Board could consider ideas such as allowing more flexibility to remove trees but then to encourage replacement planting on a property. Phil turned topic discussion over to Lisa Wilcox Deyo, in her role as CSCA Tree Advisor.

Lisa showed the Board four varying tree guidelines provided through different community resources. The guidelines differ to varying degrees but overall add to the confusion of what the guidelines define. A consideration she and the Board have to deal with is the liability in the event a tree falls which had guideline restrictions enforced concerning removal.

Lisa offered to write periodic articles for the Newsletter concerning tree maintenance and other tree issues. The articles would be focused on educational points of interest to the community.

During a recent assessment conversation, a neighbor wanted to remove a red maple from their property to open the yard up. Lisa considered that the lot had plenty of other trees so she agreed with the idea. Additionally, red maples are more common than white oaks which Lisa would rather see left standing. The point being that many of these discussions include points that are not captured in the guidelines and would difficult to capture completely.

The current guidelines should be made clearer as to when tree removal can be approved. The discussion included the removal of trees too close to a house and whether certain species of trees should have more stringent criteria for removal.

The question of tree guidelines and removal may need to be put forward for community discussion and input.

How can the Tree Removal Guidelines be composed to focus on the landscape of the neighborhood rather than simply tree removal? For example, many of the knobs are in disrepair and require significant upkeep. Some of the knobs are county operated while some are jointly owned by surrounding homes. County property records are a reference source for which are privately owned and which are not.

Phil identified three themes in the discussion:

- 1) Focus on landscape, property improvement (knobs, lots)
- 2) Need feedback from the community on the topic of tree removal
- 3) Put tree removal discussion on the spring meeting agenda.

The Board agreed to focus on this topic during 2013.

Lisa offered to work on the current guidelines and to distribute a draft to the Board for review and comment. For the purpose of community feedback, Jack Orrick will work on a questionnaire for distribution.

*Lisa Wilcox Deyo will work on the current guidelines and to distribute a draft to the Board for review.*

*Jack Orrick will work on a questionnaire on tree removal for distribution/community feedback.*

6) Carderock Emergency Team –

Jack asked whether there was any more discussion or updates on the Carderock “Emergency Team”. Phil said he reached out to the coordinators and that they would like to continue operating independent of the CSCA Board.

7) CSCA Proposed Budget –

Bob Stocker presented a proposed operating budget for calendar year 2013. The budget includes 30% of dues for contingency (savings and legal fund). As a reference point for incoming dues, 314 homes paid dues in calendar year 2012.

Phil considered increasing dues by \$10 with the increase in dues earmarked for events. After some discussion, it was decided that any increase should not be earmarked. Joe Tobin had budgeted \$4,100 in events for the year. He will work with Bob to get a firm dollar amount which will likely be lower than the original \$4,100.

Barbara Ames agreed that we should increase dues. It has been a couple of years since dues were increased. The By-laws were revised recently to make dues changes easier to implement. As part of the budget discussion, Joe mentioned that he had proposed \$500 for the Newcomer’s Reception Party. Following discussion, the Board approved the \$500 budget.

*Joe Tobin will work with Bob Stocker to get a firm dollar amount for the 2013 events’ budget.*

*The Board approved the \$500 proposed budget for the Newcomer’s Reception Party.*

8) Community Newsletter –

With all the events and meetings taking place, Mary Lou would like to see a calendar included in the newsletter. Board discussion included who would maintain the calendar and provide it for newsletter publication. Events, such as the Newcomer’s Reception Party, should be listed on page one.

Jack Orrick asked whether there was a software package available to make the newsletter publication easier. Phil will check with Noelle for her preferences.

*Phil will check with Noelle for her preferences on possible software for Newsletter publication.*

Meeting adjourned