

Carderock Springs Citizens' Association
October 4, 2010 Minutes CSCA Board Meeting

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

Opening and Comments –

Phil Rider called the meeting to order. The meeting was held with notice provided to the community that the meeting was open to all. Two neighbors attended and participated in discussions, including a neighbor from Carderock South.

Discussion –

To begin the meeting discussion, Phil began a review of the meeting agenda.

1) Secretary's Report –

Gunnar Tomasson had previously distributed a draft version of the September Meeting minutes. Gunnar asked if there was a consensus as to whether or not to include the names of neighbors attending the Board meetings. The decision was made to generally not include names given the potential for large number of participants such as the annual meetings. Following a brief discussion, the minutes were approved.

Gunnar Tomasson to consider September Meeting minutes final.

2) Treasurer's Report –

Tom Hilton distributed copies and discussed the contents of the current CSCA Treasurer's Report. He discussed the current balances of the checking and savings accounts and the recent expenditures impacting the balances. Those expenditures included costs associated with the recent 'Newcomers' Welcome Party', Newcomer packages and insurance costs.

Tom had previously suggested checking within the community for qualified person to assist with CSCA tax preparations. Georgia Petsche suggested that Tom contact Anne Eason to discuss the opportunity with her.

Tom Hilton to check community interest and availability of a qualified person to assist with CSCA tax preparations. He will contact Anne Eason to discuss her interest in assisting.

The Treasurer's Report was approved

3) Old Business –

Phil has tried to locate study data/options provided by the County in 2009 related to the Fenway Rd. traffic study. He has not been able to find the information and will not look further. He would like instead to focus on the way ahead and the current set of factors.

The job description for the ARC Liaison has not yet been developed. Phil would like to meet or discuss with the ARC members for their input on the requirements.

In coordination with Lisa Wilcox Deyo, Phil has revised the job description for the Tree Coordinator that he will share with Lisa for her feedback.

Tom Hilton has done some research on the purchase of signs notifying neighbors of approved tree removal or approved ARC modifications to properties. The purchase of the metal signs was approximately \$1,000. The purchase was approved by the Board.

Tom Hilton to move forward with purchase of signs notifying neighbors of approved tree removal or approved ARC modifications.

4) Membership –

The directory was updated to include the many new residents attending the Newcomer Party. The names in the directory have been updated and reviewed. Barbara was able to secure \$1,200 in advertising to off-set the cost of printing. The directory information will be provided to Rockville printing by Monday October 18th to begin the process of printing, including the production of a hardcopy proof. Tom Hilton said that a partial pre-payment would likely be required for the printing to begin.

In the past, enough directories for each household plus about 100 extras have been ordered. Based on that, about 500 copies of the directory would be needed. Tom Hilton will confirm the quantity ordered in the past and supply that number to Barbara.

The question on the frequency of directory update and printing was raised. While there is no set timeframe, the directory has generally been updated annually. There is often a lot of turnover within the neighborhood so the directories become out-dated fairly quickly. An password protected, on-line directory is also available at www.carderocksprings.net. The update of this directory is also necessary and could be a future Board discussion topic.

Tom Hilton to confirm the quantity of directories ordered in the past and let Barbara know the number.

Barbara Ames will have directory ready for printing and provided to shop by Monday October 18th.

5) Beautification –

Georgia Petsche reviewed an initial proposal to do repair the stonewall and entrance sign at the corner of Lilly Stone Dr. and Persimmon Tree Ln. The initial proposal was both costly and not the scope of work wanted. Georgia met with Lisa Deyo's contractor to discuss the work and was able to develop a defined proposal of work needed. This proposal will be used to obtain three bids for the work. The work will likely be done in stages with work beginning in Spring 2011.

Georgia has also been looking into maintaining the Carderock Springs sign and entrance at Carderock Springs Rd. and River Rd. She obtained a written estimate from the contractor who maintains the property surrounding the CS Clubhouse to mow the surrounding grass, maintain the sign and other general upkeep. Phil Rider suggested that to offset some of the costs and to get an idea what type of maintenance is needed, the neighborhood do the initial cleanup as part of a volunteer day. Once that is done, the contractor would perform a onetime only mowing around the entrance sign on River Road and adjoining areas. During the

months of November, December, January & February the contractor keep these areas clean and free of debris for \$40.00 per month.

Phil asked that documents such as the proposed maintenance contract be submitted in advance of Board meetings for distribution with the agenda.

Georgia to develop a proposal of work needed to repair/maintain the stonewall and entrance sign at the corner of Lilly Stone Dr. and Persimmon Tree Ln and obtain three bids for the work.

A volunteer day to clean up the Carderock Springs Rd. entrance area and sign will be conducted. After this initial clean up, a maintenance contract for the area will be issued.

6) Covenants –

Jack Orrick continues with his effort to correlate property lots with the appropriate covenants. He has been cross-referencing the information he has with on-line County data.

Phil asked how the covenants are provided to newcomers. Jack said that the covenants are tied to the property records and should be included in the real estate transaction documents during property purchase. To ensure the covenants are provided and that new comers are aware of them, the ‘Welcoming Packets’ now being provided include a copy.

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

7) Safety –

Phil proposed a ‘preventing theft’ discussion and presentation at the upcoming semi-annual meeting. Based on discussion on the CS Chat and other sources, neighbors have some concerns about theft and safety. The Montgomery County police have outreach speakers who visit communities and provide safety tips. Following some discussion, this suggestion was approved.

As a counter to the safety and crime prevention topic, it was suggested that a discussion of the historic designation of the neighborhood would be interesting and a more positive subject. Mary Lou knows the most about the historic designation and could provide some information and discussion. Related to historical designation, Georgia has a historic designation sign that could be installed in the neighborhood. Georgia will discuss the sign with Mary Lou and also research whether the sign can be posted at the clubhouse somewhere to maximize visibility.

The safety committee has been discussing Fenway Rd. options and has met with the County to discuss options. The bump-out option, also referred to as rain garden bump outs, presents the easiest of the options to implement. One issue is whether or not walkers will be put in greater danger having to walk around the bump outs. The Committee will speak with local residents that have the bump outs to get the pros and cons of having bump outs in the neighborhood. Phil would like to limit further community-wide discussion on this topic to avoid having a vocal minority of neighbors oppose it and consequently no option implemented. The motion to further investigate the bump out option was made and passed.

Montgomery County police outreach speakers to present at the November CSCA general meeting.

Motion approved - The Safety Committee will continue to investigate the bump out option for Fenway Rd.

8) Membership –

The continuing question of CSCA membership included a discussion of the relationship with CSCA and the Carderock Springs South neighborhood. With input from the Carderock South neighbor participating in the meeting, the Carderock South currently has a neighborhood association with Keith Woodard serving as the president. The association dues are about \$90-95 per year. The responsibility of the association is primarily the upkeep of the park area with minimal activity from the Carderock South ARC.

Although both sections of Carderock are included in the CSCA by-laws, it seems unreasonable that persons would pay to join two HOA organizations. Based on the area of responsibility of the Carderock South HOA, it could be identified as a community/park maintenance organization. With the conflicting organizations and areas of responsibility, Phil suggested discussing options with Carderock South representatives. Jack Orrick assumed the lead on this effort.

The question of how many Carderock South residents submitted payment to the CSCA was raised. Barbara Ames will run a report based on her membership information; Jack Orrick will provide the Carderock South street names of the areas in question.

Jack Orrick will contact representatives from Carderock South to discuss relationship with CSCA and the Carderock South HOA.

Barbara Ames will run a report to determine Carderock South resident CSCA membership numbers.

Phil discussed the wording contained within the by-laws related to membership. His interpretation of the by-laws was the every household within Carderock is a CSCA member whether or not dues are paid. The payment of dues provided CSCA members the right to vote on CSCA matters. Other Board members disagreed with this interpretation of the by-laws, interpreting rather that CSCA membership is available to all Carderock households but it is not given based solely on residency or ownership.

9) Miscellaneous –

The November meeting, scheduled as one of two annual ‘general’ meetings, will be held on November 7. In addition to general discussions, the CSCA Board will recognize Steve Kunin’s efforts in support of the ARC and the community. Gunnar Tomasson will coordinate the details for the presentation, including extending an invitation to Steve.

Gunnar Tomasson to coordinate efforts preparing for November meeting CSCA recognition of Steve Kunin.

Meeting Adjourned.