

Carderock Springs Citizens' Association  
July 16, 2018  
Monthly Board Meeting Minutes

Board members present: Jack Orrick, Petra Jacobs, Tom Deyo, Jenny Spreitzer, Svitlana Sweat, Stefan LoBuglio, Julie Weber, Tim Williams

Board members not in attendance: Bill Draper

Community members present: Scot Wilets, Susan Eastman, Howard Evoy, Phil Singerman, Margie Orrick, Maureen Robinson

CSCA President Jack Orrick convened the meeting at 7:35 p.m.

Item 1:

Minutes of the June 18 meeting were made available, and were approved with minor edits by the board upon motion duly made and seconded (Motion #1)

Item 2:

Item 2 was a report by Jack Orrick on the Covenants Working Group. He discussed the Working Group's upcoming meeting with the Architecture Review Committee to discuss the current process and potential areas for improvement. He also discussed a meeting that he and Tim had with the president of the Hollin Hills citizens association to better understand issues Hollin Hills has faced and changes it has implemented to better enforce its covenants. The changes discussed with Hollin Hills included modifying design guidelines and seeking historic district designation, among others.

Action Item #1: Scott and Tim will confirm that the Covenants Working Group will be able to meet with the ARC on August 1.

Item 3:

Svitlana Sweat provided the treasurer's report, who discussed logistics in managing the CSCA credit union accounts, a \$2 mistake in prior treasury reporting, and the potential to downsize from 4 accounts to 3 accounts. The board and Svitlana discussed creating a budget YTD report for each board meeting. Svitlana provided an update on membership dues and the problem of receiving many "returned letter" that were went to potential dues payers. There was discussion about moving the current membership database from Access to Excel.

Action Item #2: Svitlana to provide YTD report tat September meeting showing budget, YTD income and expense

Action Item #3: Jack to follow up with Rob/Stephanie about changing member database from Access to Excel

Item 4:

Tom provided an update on the activities on the Branding Committee, and distributed an overview document that provided multiple ideas for improved branding. The Committee discussed progress on the CSCA website, which will (and must) be completed by November. The board discussed locating and digitizing certain historical materials. There was discussion of locating the original electronic file used to create the directory - Melissa Wilets may have it (Scott agree to ask). There was a brief discussion of possible financial models for the directory, including different ideas for ad revenue, to be discussed at future meetings.

Action Item #4: It was agreed that the Branding Committee would get estimates for each items listed on the handout of potential ideas

Item 5:

Petra provided update on the Sound Barrier Working Group and the Quiet Skies Coalition. She mentioned understanding the activities of a group called Citizens Against Beltway Expansion and a meeting they held on July 12. She also mentioned upcoming meetings including a July 25th meeting at Pyle Middle School and Quiet Skies meeting scheduled for Carderock on September 13. She reinforced that there is a continued push to get new households to submit noise complaints in support of the quiet skies initiative.

Item 6:

Jack reminded the board of the deadline to submit comments for the newsletter: July 23.

There being no other matters before the board, the meeting was adjourned at approximately 9:12 p.m.

Submitted by Tim Williams, CSCA Secretary