



# Lucketts Ruritan

**Board of Directors:** Peter Gustafson, *Past President*; Jim McKenzie, *President*; Doug Kemp, *Vice President*; Elizabeth Penaranda, *Secretary*; Craig Bond, *Treasurer*; Steve Hillebrand, Matt Quitter, Fred Nassauer: *Three-year Directors*

## General Membership Meeting Minutes

January 13, 2015

**Attending:** Adams, Bond, Cleland, Ferreira, Hart, Hillebrand, Hobbie, Kemp, McKenzie, Meyerhofer, Ohneiser, Penaranda, Quitter, Runde, Siebentritt, Small, Snooks, Sorrell

**Guests:** Joyce Webb, Al Menendez

Pres. McKenzie called the meeting to order at 7:34 PM. He welcomed guests Joyce Webb, our 2014 Ruritan Citizen of the Year, and Al Menendez, new neighbor and potential new Ruritan Club member.

John Adams delivered the invocation before the meal was served.

Pres. McKenzie noted that because the December 2014 meeting was our Annual Banquet, and because we did not hold a Board Meeting in December, we did not have any December meeting minutes to approve.

We thanked the ladies of Furnace Mountain Presbyterian Church for their much appreciated efforts to provide us with dinner.

Member Dick Snooks introduced and recognized our Ruritan Citizen of the Year, Joyce Webb, our guest for the evening. Joyce has served on the Community Center Advisory Board (LCCAB), serving as President for the second year, has been Vice President and Treasurer, and has worked with the Lucketts Fair. He noted that her mother received the same award (Woman of the Year) in 1984.

Guest Al Menendez is a new neighbor, recently located in Lucketts from Montgomery County, MD. Al bought Sean Kenna's house near John Adams.

**Treasurer's Report:** C. Bond presented the Treasurer's Report, noting that receipts from trash and recycling were \$5858 (up \$1100 from November, due to holiday trash and recycle bins sales); total receipts were \$6859. Disbursements totaled \$21,989, reflecting \$16,280.82 in donations for the year 2014. Disbursements exceeded receipts by \$15,130, but Craig noted that we will add \$15,000 from our investment account.

### Next Meeting

February 10th, 2015 • Lucketts Community Center •  
7:30 P.M.

### PROGRAM HIGHLIGHTS

**Speaker:** We will have an internal discussion about our newly revised club financial and investment policies.

Our total cash and investments is \$142,956. The Financial Committee is scheduled to meet soon, and will review our total financial and investment positions. John Adams noted that our Club's very first Treasurer's Report thirty years ago showed a \$17 balance! Pres. McKenzie asked for a motion to approve the Treasurer's Report, which was made and passed.

### Program

In lieu of a speaker for this first meeting in 2015, we held an internal discussion about what our membership would like to see our Club accomplish this year. We discussed Committee assignments and Committee functions. Pres. McKenzie passed around a sheet showing current Committee assignments and asked all members to review and change their assignments if desired.

We discussed the directions in which the membership would like to see the Club go. We asked ourselves whether we are doing what we want to do, and whether we are serving our community in the most helpful ways possible. We noted that currently our major support includes the Boy and Girl Scouts, Lucketts Elementary School (LES), at risk kids at LES, LAWS, and scholarships for Lucketts area HS graduates heading to college. S. Sorrell noted that we probably need better communication about the needs of our community to make better decisions about how we may help. B. Ohneiser noted that the membership should be made aware of all Committee meetings so that any Club member, Committee member or not, may attend a given

meeting and contribute ideas. Pres. McKenzie noted that our Board meetings on the last Tuesday of the month at LCC are open, and that Club members are welcome to attend any or all. D. Snooks reminded the group that if a member misses a General monthly meeting, that member may attend a Board meeting to make up the absence and maintain his or her attendance record!

A suggestion was made that we might build on the success of our donation of coats and shoes to needy children at LES by teaming with the PTA for fundraising. Ideas included a picnic, musical program, or other event to raise funds for the school. Another suggestion was to pursue establishment of a Youth Ruritan Club to get more young people and parents (who might then become Club members) involved. D. Snooks suggested that a small committee of two or three members be formed to identify the needs of the school. B. Ohneiser stated that, as a 5013c organization, our Club could become a formal partner with LES, which would enable us to have access to the resources and assets of the whole school system. This initiative would allow us to hold events at other schools (including the legal right to manage bingo games for fundraising, if appropriate). As members of the Business and Professional Committee, B. Ohneiser and F. Nassauer will work with the school and the PTA to determine current needs.

S. Sorrell noted two challenges for our Club: Financial and Membership. The continuation of our landfill waiver is still an issue; if we lose this waiver, we will suffer a large negative effect on our revenue stream. Pres. McKenzie noted that we need someone to serve as liaison with Supervisor Geary Higgins about the waiver and with the compactor company. Since P. Baker and S. Scheibhofer are most knowledgeable about the waiver, we will ask one or both of them to assist on this issue. J. Adams suggested that we also work through the Loudoun County Committee with jurisdiction over the waiver.

In terms of Membership, we can ask each current member to commit to bringing in two people during this year. P. Hart noted that the school PTA is a good source of younger parents who might want to join the Club. S. Sorrell stated that we should try to recruit more women to our Club ("they get things done!") R. Cleland said that the Scouts are a good membership source, although

some in our troop are from North Leesburg and may not have the connection to Lucketts that we need. M. Quitter noted that our Boy Scout troop has produced 41 Eagle Scouts to date!

J. Adams asked whether the fire company may need assistance. Fire company rep Jim Hobbie replied that volunteer companies in the county have moved to professional staff; volunteers would need training; however, Ruritans do not need training, which might be attractive to some people who wish to volunteer services. B. Ohneiser suggested that we could consider two structures for our Club: full members as we currently have, and extended associate members who would not pay dues, but to whom we could reach out for special projects or when we have a need for special skills. Pres. McKenzie said we would need someone to manage and coordinate such an initiative within a Committee if we moved forward with this suggestion.

#### **New Business:**

*Assistance to Local Lucketts Family:* M. Quitter reported that a family in Lucketts needs assistance to buy or repair a kitchen stove. He did not have specific information about the family situation, but would try to learn more and report to the Board. Someone noted that Restore is one source of used appliances, and D. Snooks said that he can get discounts at various businesses. S. Sorrell said that local churches can be an information source about specific local needs.

*Ad Hoc Funding Sources Committee:* S. Sorrell reviewed the suggestions for fundraising, which included a community picnic, barn dance, bonfire, raffle, cow pie bingo, close-in parking at the Lucketts Fair, selling slogan T shirts, or soliciting business sponsorships for ads on our website. This Committee will report to the Finance Committee, which will review the options and make recommendations to the Board.

*Parking Committee:* S. Hillebrand presented the 11 preliminary parking events scheduled for this year. Ian Moffett will take over Morven Park and Divas events in 2015, but we still need a partner to handle Sunday events and fairs. By 2016, we may structure this task to be managed by 2-3 co-chairs. D. Snooks noted that Jackie Ross has purchased a nearby farm and may hold horse events there; she may need parking assistance.

**Old Business:**

*Recycle Bins:* So far, we have sold 86 18-gallon bins at \$20 each, for a total of \$1720. Sales will continue at trash and recycling on Saturdays until all bins are sold. We now have a sign to encourage sales.

**Announcements:**

None.

The Pledge of Allegiance was said and the meeting was adjourned at 9:05 PM.

*Submitted by Elizabeth Penaranda, Secretary*

## Board of Director's Meeting Minutes

January 27, 2014

**Attending:** Bond, Gustafson, Hillebrand, Kemp, McKenzie, Moffett, Penaranda, Quitter, Sorrell  
CTO at 7:33 PM.

Minutes of the January General Meeting were approved by the Board (Secretary will update header to reflect new officers). However, we acknowledged that we do need to document attendance at the December banquet and note award recipients. Peter Gustafson has those records and will provide to the Secretary.

### Treasurer's Report:

C. Bond presented the interim Treasurer's Report as of Jan. 27, 2015. Receipts were \$4793; disbursements were \$3093; total bank balance to date \$4,117.80. Investment balance: \$147,038.93, total cash and investment balance \$152,857.19. Member Dues Report: Receipts for banquet totaled \$500; dues receipts totaled \$1337 with balance owed totaling \$2,057. Craig noted that two members have questioned the amounts owed; BOD decided that if dues are paid in cash, we will provide a receipt in future. Treasurer's Report was approved.

D. Kemp, representing the Financial Committee, presented the proposed 2015 Budget Report for BOD review and approval. This analysis of our 2014 budget included our donations budget, showing all of our donation recipients and the amounts donated. Notes included the following: 1) there is no need, going forward, for a donation to the volunteer fire department, as the County has taken over these departments and funds them, and we did not execute this donation in 2014; 2) the coats and shoes donation to LES was a one time donation; 3) we added \$900 back in to the investment account. P. Gustafson moved that the Board approve the 2015 budget and present it to the membership for approval; motion passed.

D. Kemp then discussed the revised Financial Overview and Investment Policy document (as a handout and available on our website and in Handbook). The Overview summarized our financial goals and procedures, such as the duties

of the Finance Committee, budget preparation, audit). The Investment Policy Statement summarized the authority and procedures for moving, managing, and protecting club funds. Points covered include the delegation of financial authority, our target asset mix, allowable investments, and reporting procedures. After a wording change to the Asset Mix section, the BOD accepted and approved these two reports.

### New Business:

*Committee Assignments:* Pres. McKenzie submitted a revised Committee Assignments document for BOD review. He asked that any proposed changes be emailed to Jim promptly so that he can prepare the final draft for presentation to the membership at the next General Meeting.

*Trash Waiver:* We will need to reapply in August for the landfill waiver for the period of 1 July, 2016 to 30 June, 2018, but we have been told by Supervisor Geary Higgins that we are approved for 2015.

*Relationship with POR Club on Scholarships:* Sec. Penaranda summarized the issues with the POR Club, including that, due to the large number of applications we received last year and the small number of members in this club, POR cannot continue to review our scholarship applications. We also need to address reciprocation for their past help. S. Sorrell will set up a meeting with the POR Club to discuss potential joint projects and ways we might assist them. For our scholarship initiative, we could go to another local club or ask the LES PTA for volunteer assistance.

*Teaming with LES:* F. Nassauer presented several ideas for teaming with LES for fundraising projects. A picnic, musical event, or other event are possible options. Fred is on the LES PTA agenda on Feb. 12<sup>th</sup> to discuss ideas, including possible creation of a Ruriteen club. S. Sorrell will work with Fred on this initiative. B. Ohneiser is pursuing a formal partner relationship with the school system and will coordinate with Fred.

*Membership:* P. Gustafson stated that we need to challenge each club member to bring in two potential members in the coming year. This effort will be coordinated by through the Membership Committee by P. Gustafson, S. Sorrell, and P. Baker.

*Parking:* S. Hillebrand presented 15 potential parking projects so far for 2015. One new event is the Lucketts Antiques Fair in mid May. The shop owner is coordinating this large event with the County, but will need parking assistance from us. Another new, large, but one-time event is the Fairfax World Police and Fire Games (sponsored by the Fairfax Police Dept.) at Morven Park. This event will be soccer only, but 30,000 people are expected to attend. S. Hillebrand suggested that we raise our hourly rate for parking assistance to \$15 from \$14, or, that we charge a flat rate for a given event. Since we have so many events this year, we may need to work with other organizations and clubs to provide the required number of people; options include the LES PTO and other Ruritan Clubs. We would share earned revenue with these organizations for their help. BOD approved further pursuit of the parking events on the list and the effort to pursue additional outside assistance.

*Guests:* J. McKenzie announced that we expect two guests from Ruritan National and District at our next General Meeting.

### **Unfinished Business:**

*Support of the LES Community:* M. Quitter reported further on the stove required by the local family. BOD discussed the role of our Club in helping the Lucketts community and decided that our role should be funding only, enabling us to stay in the background and avoid any appearance of bias or favoritism. P. Gustafson moved that we allocate \$200 for this assistance until and unless authorized to do more. We would need to go to the membership for \$500, for example, if that is what would be required to provide the needed assistance in any given case. Motion passed.

Note: Subsequent to board meeting, M. Quitter received notice that the local family in need of a stove has acquired a stove through other means.

### **Announcements:**

1. Recycling containers: Still selling at trash and recycling service on Saturdays. Discussion of issues related to the sale of the bins was tabled, due to the lateness of the hour.
2. There is still no Porta-John available during trash and recycling on Saturdays. P. Gustafson suggested that we just call and order one to be set up. We will first investigate why one was not left for us during the winter months as previously arranged.

Meeting adjourned at 9:25 PM.

*Submitted by Elizabeth Penaranda. Sec.*