



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-Nov. 10, 2015

Attending: Baker, Cleland, Dee, Fabboli, Falk, Ferreira, Hart, Hillebrand, Kemp, McKenzie, Moffett, Nassauer, Penaranda, Quitter, Siebentritt, Snooks, Sorrell, Wiseman, J. Hobbie (LR)

Guests: Hilary Cooley, Director, Lucketts Community Center, Bill Hagen

Pres. McKenzie called the meeting to order at 7:32 PM.

Sec. Penaranda passed around the attendance sheet, noting that, in addition to marking attendance at this meeting, we are collecting RSVP responses for the Annual Awards Banquet and Holiday Party on Dec. 5th; members should mark whether they plan to attend, and if so, how many will be in their party.

Peter Baker said the invocation before the meal. We thanked the ladies of Furnace Mountain Church for preparing it; Pres. McKenzie again invited them to the Holiday Party on Dec. 5th.

Program

Our speaker for this evening was Hilary Cooley, Director of the LCC. She announced that the Center has installed an Automatic External Defibrillator (AED) and that five of the Center's staff have been trained in its use.

The organization Journey Through Hallowed Ground will improve the trailer area around the Center. Loudoun County has paid for trees to be planted to make a park-like area between the Center and the Fire Dept. Regarding the sale of the current Fire Hall in anticipation of the construction of a new Fire Dept. building, Hillary said the County is still conducting surveys, to be completed by April or May. Construction of the new building will take another two years.

Current projects by the Boy Scouts (all Eagle Scout candidate projects) include painting new and existing sheds, repair and painting of the gazebo, and the installation of landscape timbers. The after school class will plant a Monarch butterfly garden.

Next Meeting

December 5th, 2015 • 6:00 P.M.
Skills, USA

PROGRAM HIGHLIGHTS

Program: This is our annual Awards Banquet and Holiday Party, held at Skills, USA. Cocktail hour from 6-7 PM, dinner and business meeting following.

Hilary announced that Deena Engel is the new Assistant Manager of the Child Care Center. Dina will also manage the Pilates program. Hilary thanked C. Bond and F. Nassauer for decorating the Center for all observed patriotic days and events.

Hilary noted that the paint on the LCC building (repainted at the end of the LCC renovation) is already peeling off. She is getting bids from General Services to repaint the building.

She announced that the Porta John near the elementary school needed by the Ruritans during trash collection will remain in place during the winter if we pay for it. Pres. McKenzie will direct Treas. Bond to send the required funds for this. Hilary thanked our club for our trash and recycling service, our BBQ concession at the Lucketts Fair, our donations to the winter coat drive, and our generous funding of scholarships and other needs.

October minutes were reviewed and approved.

Treasurer's Report: In the absence of C. Bond, D. Kemp presented the Treasurer's report. Receipts were \$5,971.27; disbursements were \$5,103.69. Receipts exceeded disbursements by \$867.58. Total investments were \$174,823.01. The Membership Dues Report reflected a total amount of \$595 currently owed. D. Kemp noted that the cost for the Holiday Party is \$20 per person, which can be paid in January. Treasurer's Report was approved.

New Business:

Lucketts Lifetime Ruritan Award: Pres. McKenzie noted that we can present this award outside a formal club meeting, as appropriate.

Membership: Pres. McKenzie reported that we have had two resignations, M. Hewitt, because of

time constraints from his job, and B. Ohneiser, who wants to devote his time elsewhere. Also, McKenzie attended a local zone meeting, where he learned that membership is down in all clubs in our zone except for our Lucketts club, which was good news and a great acknowledgement to us.

Trash Schedule: Due to the recent resignations, we needed to update the trash schedule. Several members volunteered to take the shifts on Nov. 21st; others made switches to fill in as needed.

Donations for Next Year's Budget: D. Kemp asked members for ideas for new/other donations for incorporation into the 2016 budget. Suggestions should be sent to Doug. Pres. McKenzie announced that Faith Chapel on Lucketts Road is closing, due to reduced membership; thus, our club will not donate to this church this year. The National Presbyterian Church owns the building; we will seek clarification on future options for its disposition or transfer of ownership.

Web Page/Newsletter Awards: D. Kemp announced that we sent our submissions in to Ruritan National by Nov. 1st for consideration for these two awards.

Old Business:

Finance Committee: D. Kemp said that we have moved successfully to Quickbooks (older version) for use by the Treasurer to manage club finances. We will procure the most recent version of Quickbooks for use on our new laptop.

Holiday Party: M. Quitter reported that our gift of an ice machine has been delivered to Skills USA and successfully installed. Kay Quitter is working with the caterer; D. Fabbioni will provide the wine for the event; P. Hart will manage the RSVP list and handle other beverages; P. Gustafson will manage entertainment.

Candidate Forum: D. Kemp reported that the discussion forum with candidates for Board of Supervisors and School Board went well. Thirty-five attendees attended, a reasonable number given the conflicts occurring on the evening, such as sports games, a televised political debate, and inclement weather. We sent thank you notes to the participants and asked them to send us feedback.

Support for Lucketts Elementary School: F. Nassauer reported a very successful coat drive. In coordination with the Rudy youth's earlier collection drive, over 80 coats for both children and adults were collected.

We will review the requirements so that we can supplement what was collected and also provide shoes, hats, and gloves. S. Sorrell and S. Hillebrand will buy what is needed and manage the distribution, which will be completed before Thanksgiving. LES PTA asked for another meeting with our club representatives in June to review short, medium, and long term needs and to plan how we will again partner with the school at the Antiques Fair in the summer.

Parking: S. Hillebrand noted that we have one more parking event this year. Morven Park plans to host horse races in 2016 (up to 14 races), sponsored by the Virginia Equine Alliance. The group is organizing pari-mutuel betting online for these events. If we take on this parking commitment, we would park 500-1000 cars per race; we would require additional assistance from other local clubs. S. Hillebrand also noted that we should charge a higher fee per hour for our parking expertise, since we also provide event planning in addition to actual parking of cars, pointing out that we should run our parking service like a business when performing services for for-profit entities. We still need leaders for some events. I. Moffett noted that, due to our solid reputation, the Police Dept. refers our club to organizations for parking assistance at many local events.

The trash schedule can always be found on our website at: <http://luckettsruritan.org/wp-content/uploads/2015/06/Trash-July-Sept2015revised.pdf>

Announcements:

P. Baker noted that we may need a third recycling container and/or truck at trash service on the two Saturdays after Christmas and New Years, especially since people are still not flattening boxes and cardboard adequately. We will contact our POC, Tony Hayes, and ask if we can get one more shorter dumpster.

M. Quitter announced that Ryan Raffensperger will become an Eagle Scout this month, with three more Scouts nearly ready to earn the Eagle rank. The troop has sponsored eight Eagle Scouts this year.

Pledge of allegiance was said and meeting was adjourned at 8:58 PM.

Submitted by Elizabeth Penaranda, Secretary

Board of Directors' Meeting Minutes

November 24, 2015

Attending: Bond, Gustafson, Hart, Hillebrand, Kemp, McKenzie, Nassauer, Penaranda, Small, Sorrell

Meeting was held at the home of Pres. McKenzie, due to a wedding at the LCC. He called our meeting to order at 7:40 P.M.

Review of Minutes: The Board approved the November General Meeting minutes with minor corrections.

Treasurer's Report: Treasurer C. Bond provided the financial reports, which the Board approved. Receipts were \$3,718 (which did not reflect deposit from Saturday, Nov 21 trash receipts); disbursements were \$9,418; membership dues owed were \$614; total cash and investments were \$169,123.43. Disbursements exceeded receipts by \$5,699, which reflected year end donations. Our beginning bank balance is \$20K, which we need for the donations. Bond noted that we received a double charge at the landfill on our waiver, a mistake by the trash truck driver. This has happened before, so the BOD tasked P. Gustafson to call our POC at the trash company to resolve the issue. BOD also agreed to request a third recycle bin for the trash service on Dec. 26th and Jan. 2nd, due to the expected increase in volume after the holidays.

New Business:

Donations and Budget Input for 2016: D. Kemp reported that we are cutting checks for our year end donations for 2015. He noted that we need ideas and suggestions for recipients for next year's donations. We might also review our current recipient list to determine if we want to make any changes to our budget for 2016.

Committee Assignments: Pres. McKenzie handed out sheets showing the current committees, chairs, and assigned committee members. S. Hillebrand presented a new, restructured parking plan. For 2016, I. Moffett will chair the Parking Committee, assisted by D. Ernst. The plan shows a new division of duties, as follows: I. Moffett will manage Morven Park events and the Divas race at Tarara Vineyard; we need a volunteer leader for the Lucketts Fair and recruitment for the Waterford Fair, if we are asked to help; and P. Baker and N. Hattaway will manage the Lucketts

Antiques Fair. S. Hillebrand will work with the new leaders to ensure understanding of all parking duties and tasks. He noted the importance of collecting all signage and equipment promptly after each event. S. Hillebrand presented the Final Report on Parking, which showed that we handled 17 events in 2015, grossed \$23,342 and netted \$17,133. Subtracting the donations of \$4174 that we made to LCC and LES for their parking assistance, the final net income from parking was \$12,959.

P. Baker, S. Hillebrand, and N. Hattaway will meet with Suzanne Eblen to begin planning for the Antiques Fair. Suzanne's field can handle 500 cars, but since the 14-acre field behind the firehouse has been sold by Tony Hays to Loudoun County for a new firehouse building, we do not yet know whether this field will be available and usable. We will work with Geary Higgins and the County to clarify the status.

Unfinished Business:

LES Coat Drive: This year, the coat drive was conducted as a donation drive, which collected 80 coats. When we compared the donations to the list of requirements we had received from the school, only 12-14 coats fit the requirements; we went to Walmart and asked for a discount to buy the additional sizes needed, but instead of a discount this year, Walmart gave a gift certificate of \$50 as a donation to our club, which we put toward the needed coats. We also received a donation of \$500 from Suzanne Eblen. The BOD authorized a total of \$800 to be spent on coats, shoes and gloves for the LES students.

S. Sorrell presented a report and letter of recommendation from the Community Coat Drive Committee. One point made was that this project required "additional responsibilities from last year, such as developing a communication plan to the community, identifying collection sites and collecting, cleaning, and labeling coats for distribution." These tasks represent a major transition from the 2014 "Coat Purchase." For 2016, the recommendation was that our Ruritan Club continue to coordinate all activities of the community coat drive and reserve our portion of funds raised from the Antique Fair to pay for coats, shoes, and gloves. We will donate any reserve funds to LES; if the cost of the needed coats exceeds the parking revenue, the club will cover the difference. BOD approved the recommendation, but will present to the membership at the next meeting. The BOD also

discussed setting aside \$1000 as a budget item to cover the coat drive and/or needs of the school and PTA. Pres. McKenzie and F. Nassauer will discuss with LES principal Clement about a division of funds earned from parking events and how we might receive feedback on the use of funds donated by our club.

Christmas Party: Invitations: We have RSVP responses from 57 people, with a few additional potential attendees that we have not yet heard from. Additional guests include Hilary Cooley, Carolyn Clement, the ladies of Furnace Mountain church, Suzanne Eblen, and Joyce Webb.

Decorations/Awards/Food: K. Quitter is managing decorations and the caterer; J.McKenzie and E. Penaranda are managing awards; P. Hart and D. Fabboli are managing drinks.

Entertainment: For the cocktail hour, C. Bond's daughter, Corrie, will play the flute; at the dinner, barbershop quartet Dominion 4 will sing.

Announcements:

S. Sorrell announced that the Rudy Jr. Club at LES began with five members, but has now grown to 18 members. Since 16 are needed for a charter, the next step is to apply for this from National. Our club will pay the associated fee.

Meeting adjourned 9:30 PM.

Submitted by E. Penaranda, Secretary