



Lucketts Ruritan

Board of Directors: Jim McKenzie, President; Peter Gustafson, Vice President; Elizabeth Penaranda, Secretary; Craig Bond, Treasurer; Rich Cleland, Al Menendez, Pat Logue, Don Stanley, Directors

General Membership Meeting Minutes-August 14th, 2018

Attending: Bond, Clark, Cleland, Ewell, Fabboli, Falk, Ferreira, Hillebrand, Hobbie, Johnson, Kemp, Logue, McKenzie, Menendez, Penaranda, QUITTER, Small, Snooks, Sorrell, Stanley

Guests: Cortney Keykoop, Karyn Price, Andy and Jan Benjamin

CTO: 7:35 PM.

Minutes: Sent via email. See website for latest.

Treasurer's Report: C. Bond provided the monthly financial profit and loss reports for July. Total income was \$8,986.82 (primarily reflecting trash, parking receipts, and member dues); expenses were \$9,689.38 (primarily reflecting two months of compactor service costs, distributed donations [including a one-time donation for rent assistance and rental fee to Lovettsville Game Club for picnic venue], website hosting, picnic and parking expenses), for an ordinary income of negative \$702.76. Other income from unrealized gain from our T. Rowe Price account of \$3,358.88 resulted in a net income of \$2,658.12. Checking account has \$14,554.07, with \$1,060 in accounts receivable; our T. Rowe Price account has \$201,182.19, for an assets total of \$216,796.26. Dues owed: \$1,040.

Pres. McKenzie noted that the Board had previously approved the amount for rental assistance to the local family due to time constraints, so asked for a motion to formally approve this donation by the club members. Motion approved. He also asked for a motion to approve the return of a picnic donation of \$316.64 to the Hamilton Club. Motion approved.

Pres. McKenzie also provided a budget update to the membership, announcing that we are now tracking our expenses by categories and line items in our budget documents for greater clarity going forward. He also explained our new procedure for managing our financial support to the LCC. In a meeting with Director Hilary Cooley, we learned that our donation checks go to the LCCAB, who distributes funds to LCC, since Hilary has no LCC checking account and receives operating and program funds from the Loudoun Co. Parks and Recreation Dept. (such as a recent request for funds for updated playground equipment). The

Next Meeting

September 11th, 2018 7:30 P.M.
Lucketts Community Center

PROGRAM HIGHLIGHTS

Program: Our September program speaker will be Supervisor Geary Higgins, who will provide an update on Rt. 15, safety on Rt. 15, Envision Loudoun, and schools. He will also answer any additional questions.

LCCAB will work with us to identify LCC needs going forward. Pres. McKenzie also reported that Hilary noted the need to distribute food from the Food Bank at LCC to accommodate families from the trailer park across from the school.

Program:

Tom Small, as head of our Scholarship Committee, presented a recommendation from the committee (in existence since 1979) to change how we manage club donations as these apply to scholarships. The intent of the Committee is to include younger children in the program and to enhance existing educational programs, encourage development of new programs, and provide financial assistance to students in need. These objectives were to be achieved by working with the LCC, LES, and any other credible educational groups in the Lucketts area. Previously, our donation was limited to scholarships for graduating seniors continuing their education at a college or university. Because of changing demographics, rising college costs, and questions about the most effective use of Ruritan giving focused on the young people of Lucketts, the Board concluded that the following recommendations of the Committee be presented to the general membership:

- Alter the focus of the scholarship program to include younger students who would benefit and stay longer in the Lucketts area
- Continue the high school program, maintaining the same selection criteria
- Re-balance funding to accommodate the new focus
- Examples of newly eligible children would be those attending programs such as preschool, child care, summer camps, and enrichment programs at LCC and LEs

- Implement the opportunity to create and underwrite new, educational, youth-focused programs at LCC, LES, and other eligible organizations
- LCC staff would be able to assess financial need, allowing need to become a selection criterion

In January, 2017, the club general membership approved these general recommendations and passed a motion to divert some funding to LCC for the year 2017 and to review outcomes in the next year. The members also approved Committee recommendations to change the committee name to Youth Development and the budget to reflect two line items under Youth Development -- The Lucketts Ruritan Memorial Scholarship for Lucketts graduating seniors (one or more scholarships to be awarded annually; dollar amount to be re-evaluated annually, and The Lucketts Ruritan Youth Development Grant Program, a new program that will:

- switch this category of giving from donations to a grant basis
- provide grants in the range of \$250 to \$5,000
- include eligible organizations such as tax exempt groups, K-12 public schools, church or faith-based groups based in the Lucketts area
- support funding areas focused on childhood education, after or pre school enrichment, tutoring or vocational training, and educational, arts, or cultural experiences (but not entertainment)
- report periodically to the Board

A final recommendation was to change the budget to reflect two line items under Giving: Donations (continuing our giving to groups such as Scouts, local churches, LAWS, LCC, Hunters for the Hungry) and Family Assistance (donations to assist families experiencing major financial issues due to medical or disaster related expenses).

Tom explained that donations are funds given to a group or organization with no strings attached and no expectation by the Club for any control over how the funds are used by recipients. Grants, in contrast, require a locally-based, tax-exempt organization to submit an application that explains the proposed use of the funds, management by the club Committee, and reporting by the recipients. A motion was passed to approve the concept of a new grant program.

Business:

Rt. 15 Update: Pres. McKenzie reiterated that the position of our club on this contentious issue is to remain neutral. We are not endorsing any of the three options being presented to the BOS, but want only to provide information to local residents. Of the three proposed options for changes to the northern segment of Rt. 15, options A and B have already been published; a new option C, being prepared by transportation planner Ian Lockwood, is expected to be completed by Sept. 1st. On September 26th, the County has scheduled a public meeting at the Lucketts Community Center to present Plans A and B only. At this meeting, local residents can provide their input and opinions on all three options.

In early September, our club plans to publish a special edition of *Lucketts News & Notes* that would contain neutral informational articles about various issues related to the proposed changes to Rt. 15. We will ask three independent reviewers to vet the articles before we publish this special edition of the newsletter to ensure our neutral position and no bias. We plan to ask Carolyn Clement, LES principal; Kurt Aschermann, lay leader of Christ Church; and Abbe McMillan Johnson, of the Ladies of Lucketts group on social media to be the reviewers. A motion was approved to provide \$2,100 to fund this extra newsletter edition and to have it reviewed independently. (The LCCAB will also contribute 25% of the costs to publish). New member C. Heykoop asked if the newsletter could also be distributed electronically, but this is not a viable option now, as we do not have an up-to-date, current email list of potential recipients.

Donation to LAWS: The membership approved a \$1,500 donation to LAWS for graphic calculators and on-going backpack donations for needy teenagers in residence.

Business Collaborative: Next meeting is Aug. 15th at Fabboli Cellars at 7:00 PM.

Trash Contract: P. Gustafson received our new contract with Waste Management. M. Ferreira has completed the next trash schedule, spanning October 2018 through March 2019. The Secretary will send out the new schedule via email.

Food Pantry: R. Cleland reported that a large amount of food was collected at trash on August 11th and that three times more families came to

Faith Chapel to receive food than came last Saturday. He will ask whether food could be distributed at the community center, which would be more convenient for the families from the trailer park across the street.

Parking: Next event is Dulles Soccer on 25-26 August. Please sign up online if you can help.

LAWS: C. Falk reported that the lawn mower has been fixed and cleaned and is back in service. Please sign up to schedule mowing.

Christmas Party: M. Quitter has booked Skills, USA as the venue for Dec. 1st for our annual holiday party. He has the names of three new caterers that he and Kay Quitter will interview for possible engagement for our event. We want to try to decrease the budget for the party this year, as we have spent more than planned in the last couple of years.

Announcements:

1. S. Hillebrand announced that M. Dunn is recovering from back surgery. All went well and we wish him a speedy recovery.

2. Our speaker for September will be our BOS representative, Geary Higgins. Pres. McKenzie noted that we still need ideas for speakers for October and November.

Pledge of Allegiance was said and meeting was adjourned at 9:20 PM.

Submitted by Elizabeth Penaranda, Secretary

August 2018 Board of Directors' Meeting Minutes

Attending: Cleland, Hart, Hillebrand, Logue, McKenzie, Menendez, Penaranda, Quitter, Sorrell, Stanley

CTO at 7:35 PM.

Minutes: Draft General Meeting minutes were sent out to the Board via email.

Treasurer's Report: Treasurer C. Bond could not be present but provided a summary financial profit and loss report for August. Net income was \$6,670.66 with \$753 in accounts receivable; expenses were not available. Checking account has \$8,407.51; our T. Rowe Price account has \$201,182.19, for an assets total of \$210,342.70.

New Business:

Budget, Planned vs. Executed: Representing the Finance Committee, S. Sorrell provided a detailed year-to-date budget vs. actual report showing whether we are on track with our budget at mid year. We are on track overall; trash receipts remain stable. He also provided a profit and loss report and Scholarship/Donation report. He noted that due to the urgency in completing the special issue of *Lucketts News & Notes* about Rt. 15 issues, the committee was not able to review the budget section on Club Outreach, but plans to do so before the next Board meeting. The incorporated Forecast assumes that the remaining budgeted income and expenses from now to the end of the year will remain on budget and that the associated recommendations are accepted.

Notes within the budget report included a reduction in budgeted compactor service costs for the final four months of the year, due to the renegotiated contract with Waste Management; a budgeted reduction in the annual banquet cost; a significant reduction in income from parking, due to a lower number of events and the payment of monies to other clubs for their assistance; and additional costs for the special edition of the newsletter.

Budget and Procedure recommendations for the remainder of the year included no additional or unbudgeted expenses, including donations; suspension of "program support" to LCC for the rest of the year; suggestion to hold Board meetings at members' homes due to the increase in LCC facilities fees; all checks for the LCC should be made payable to LCCAB; and expansion in 2019 of our categories for giving to include Scholarships, Grants, and donations for Family Assistance, as presented last month by Tom Small of the Scholarship Committee and to form a small committee to define the types of assistance covered and to vet any requests received.

Sorrell noted that the budget factored in income from our investments, the goal being to use this income to fund scholarships and grants going forward. A. Menendez also noted that we expect to receive about \$15K in business donations. The Board approved a motion to accept the recommendations of the Finance Committee.

Business Collaborative: A. Menendez reported that at the last meeting, the group expressed their

desire to move forward with the establishment of a permanent relationship between the Collaborative and the Lucketts Ruritan Club. The group proposes their reorganization as a committee of the Ruritan Club, who would manage the fiscal activities of the committee, such as collecting membership dues, budgeting activities, and processing payments. The new committee will continue to function as a forum for dissemination of information affecting Lucketts businesses and will expand its activities to implement additional initiatives, as appropriate, such as preparing and updating business directories (to be funded by fees paid by the committee members and by advertising fees from businesses), preparing welcome kits to newcomers to the Lucketts area, defining and funding work training programs, and participating in fundraising events. Membership in the new committee can be either as a regular member of the Club or as an associate member (members could also hold both types of memberships). The Committee will have a representative on the Ruritan Club's Board of Directors (this person should also be a regular Club member). Associate members would pay dues of \$100 a year to the Ruritan Club.

Menendez noted that the Committee should be aware of any restrictions or limits on its activities in accordance with the bylaws of the Ruritan Club. The objective is to have the new committee in place and its budget and activities fully defined by January 1, 2019. The Board moved to approve and accept the report of the Business Collaborative.

Membership: S. Hillebrand reported that he conducted an inventory of shirts and hats for new members. We still need to identify and select an appropriate vendor for a new order of apparel with the Lucketts Ruritan Club logo. P. Logue said she knows of a good local vendor in Leesburg.

Food Bank: R. Cleland reported that we have collected 3798 lbs. of food so far. We need 202 lbs. more to reach our goal of two tons. He and G. Mears will look at an option to distribute food at LCC.

LAWS: P. Logue will follow up on our proposed donation of \$1500 for graphic calculators.

Lucketts News & Notes Special Edition: In progress, for distribution in early September. P. Logue pointed out that transportation planner Ian Lockwood was engaged to plan only in Phase 1 to

Montresor Rd. and that no funding has yet been approved for Phase 2.

Board Meetings: Board agreed to hold Board meetings at members homes from now on to save LCC facility rental costs. P. Logue will host in September; D. Stanley in October, and A. Menendez in November.

Monthly Speakers: September speaker will be BOS representative Geary Higgins; October speaker will be Kurt Ascherman of Christ Episcopal Church; November speaker will be Doug Fabboli on the mentorship program.

Trash Contract: Pres. McKenzie asked R. Cleland to review the addendum we received with the new contract from Waste Management from a legal perspective. Cleland did not see any need for this addendum, as all contract provisions were adequately addressed in the signed contract pages. P. Logue will add a list in *Lucketts News & Notes* of items that cannot be placed in the trash or recycling bins at trash collection on Saturdays. She will also make a new sign.

Parking: Volunteers needed for DIVAs race in September.

Announcements:

S. Hillebrand noted that rumble strips were to be installed by VDOT on Rt. 15, from Lucketts to the Valero gas station. He said VDOT has no plans to install strips on the road shoulders in this area.

Meeting adjourned at 9:25 PM.

Submitted by Elizabeth Penaranda, Secretary