

## July 2021 - General Meeting Minutes

CTO: 7:45 PM

**Now that COVID-19 has eased, we are resuming our regular monthly Membership and Board Meetings. Meeting venues will be announced each month. This month's meeting was held at Fabboli Vineyards and featured a cash bar and light refreshments.**

**Note: The June meeting was our annual picnic, so no minutes were taken.**

**Note: Pres. Menendez could not attend this meeting, as he was recovering from shoulder surgery. VP P. Logue conducted the meeting.**

**Attending:** Gustafson, Hart, Hillebrand, Logue, McKenzie, Penaranda, Quitter, Rubright E, Rubright M, Sackman Deb, Sackman Den, Stanley

**Guests:** None

Convocation given by John Adams.

**Minutes:** The May Minutes were accepted. Minutes are available on the Ruritan website.

VP Logue announced that two potential new club members are Beth and Tim McClain. Beth is an attorney with the Catocin Rural Alliance and will keep us informed about the well drilling issue on Limestone School Rd.

**Treasurer's Report:** D. Stanley provided a financial report for June. We had \$44,280.28 in our checking account; our T. Rowe Price account had \$316,496.90, for a current assets total of \$360,506.18. Picnic expenses were \$850 (under the 1K budgeted amount). We paid two scholarships.

### **Motions from Finance Committee:**

J. Adams and P. Logue presented four motions from the Finance Committee designed to better manage our scholarship and our general funds for sustainment and growth. Motions were approved by the membership. See all four approved motions attached to these minutes.

J. Adams asked that our Scholarship Committee discuss ways to fund scholarships for attendance at trade schools, in addition to our traditional awards to four-year colleges. He reiterated the need in our community for trade education. D. Sackman asked what happens to our Scholarship Fund if the club

ever dissolves. The answer is: 1) funds move to a third party such as the Community Foundation for continued management; or 2) the Board would decide how to divide our assets and transfer amounts to other 501c3 non-profit organizations.

**Review of Committee Structure:** VP Logue stated that our club President must submit a report of the service hours expended by our members for each committee. Our committee structure includes the Objectives Committee, Standing Committees, Public Service Committee, and Social Development Committee, each with several subcommittees. We also have liaison assignments to LCCAB; LES, Smarts Mill, and Tuscarora PTAs; local churches; Boy and Girl Scouts; food pantry; and Loudoun Nature Conservancy. See the complete committee structure on our website.

**Existing Firehouse:** Now that the new firehouse has been completed, we will reach out to Stacy Carie, Supervisor Kershner's executive assistant, to School Board member John Beatty, and to representatives from Transportation Capital Improvements about possible uses for the old firehouse building on Lucketts Rd. Pres. Menendez has worked with the volunteer fire group (who own the building) to determine the cost of design work for installation of a separate water and septic system. Supervisor Kershner has indicated that he will ask BOS chairman Randall for a board member initiative to ask the school district to delay the sewer connection to the new firehouse to provide time for the current owners to meet with attorneys to determine allowable uses of the building.

### **Announcements:**

1. G. Mears will leave Faith Chapel at the end of the calendar year. The group will continue the food pantry on a volunteer basis and are researching future uses of the chapel and associated buildings.
2. The Spring Market, held by Lucketts Store owner S. Eblen, is now scheduled for Oct. 15-17 at the Berryville Fairgrounds.
3. C. Falk reported that the LAWS shelter house has contracted with someone to mow, so our club is no longer needed.

Pledge of Allegiance was said, and the meeting adjourned at 9:10 pm.

*Submitted by Elizabeth Penaranda, Secretary*

**Lucketts Ruritan Club Memorial Scholarship Fund and General Fund Motions Approved by Membership July 13, 2021**

Purpose (1): To recommend separating the Memorial Scholarship Fund from the General Fund using a second account in T. Rowe Price. Growth realized in the Memorial Scholarship will be used to fund Scholarship awards beginning in FY 2022. A minimum value for the Memorial Scholarship Fund is recommended to ensure annual scholarship awards can be funded far into the future.

**First Motion to the Finance Committee – That the Memorial Scholarship Fund be separated from the General Fund as of July 1, 2021. The growth of the Memorial Scholarship Fund between July 1, 2020 and June 30, 2021 will be used for Scholarships Fund awarded in FY 2022 using the formula of the Fourth Motion. The current Investment Policy will apply to this segregated fund. The Annual Scholarship award will be recommended by the Scholarship Committee each year and approved by both the Board and the Membership through the Budget Approval process.**

Any gap between the distribution from the Memorial Scholarship Fund and the approved Scholarship Budget will be covered through the Club's annual operating budget.

**Second Motion to Finance Committee – Authorize the Treasurer and Investment Advisor (Peter Baker) to divide the value of the General Fund, currently under management through TRowe Price funds into two accounts. The first account will be named the Memorial Scholarship Fund. The second account will consist of the remainder of the Market Value when segregated, and will be initially named the General Fund. The Memorial Scholarship Fund will be valued at \$150,000 as of July 1, 2020 plus the gain experienced from July 1, 2020 to June 30, 2021. Any gain not utilized for scholarship purposes shall be reinvested in the Memorial Scholarship Fund.**

**Third Motion to the Finance Committee – That the value of the Memorial Scholarship Fund maintained at or above \$150,000. No distribution of funds will be planned as part of the Club's annual Budget process if the market valuation of the fund is at or below \$150,000 as of June 30<sup>th</sup> in any calendar year.**

Purpose (2): To establish a formula for calculating the Annual Distribution from the Memorial Scholarship Fund and the General Fund as part of the Annual Budget Process.

**Fourth Motion to Finance Committee – That the following formula be applied to determine the amount available to fund the coming FY's activities as part of the Annual Budget Process.**

1. The first 5% of Market Value gain will remain in the account to grow the investments
2. The second 5% of gain will be added to the Memorial Scholarship Fund Annual Available Distribution
3. The third 5% of gain will remain in the account to grow the investments
4. The fourth 5% of gain will be added to the Memorial Scholarship Fund Annual Available Distribution and so on...
5. Negative gain in the investment general fund will yield no supplement for the coming fiscal year.

This formula will be applied to both the Memorial Scholarship Fund and to the General Fund. The amount calculated from the Memorial Scholarship fund will be converted to cash in a timely manner so it is available to fund

The scholarships planned for the following FY, which begins on October 1 of each Calendar Year. The Finance Committee can recommend funding any Club expenses for the coming FY from the amount calculated as available from the General Fund using this formula.

## July 2021 – Board of Directors’ Meeting Minutes

Now that COVID-19 has eased, we are resuming our regular monthly Membership and Board Meetings. Meeting venues will be announced each month. Due to a conflict in the schedules of some Board members, this July BOD meeting was held on Aug. 4 at VP P. Logue’s home.

CTO: 7:05 pm

**Attending:** Adams, Dunn, Fauber, Gustafson, Hart, Logue, Menendez, Penaranda, Stanley

**Minutes:** The July minutes will be distributed with these BOD minutes. Minutes are available on the Ruritan website.

**Treasurer’s Report:** D. Stanley provided a financial report for July. We had \$42,900.63 in our checking account; our T. Rowe Price account had \$318,578.17, for a current assets total of \$361,207.80. Don reported that we will make our budget on trash and member dues and will be close on parking. Donations are down but GiveChoose made up this deficit. In terms of total income vs. expenditures, we are about \$16K ahead to carry over into the next fiscal year.

### **Compactor/Recycling Subcommittee Status**

**Report:** P. Gustafson reported that he spoke to Tony Hayes, our county POC and to E. Dixon from Bates Trucking about providing service on Christmas and New Year’s Day, both of which fall on Saturday this year. After discussion, the Board decided to double up on trucks and recycling containers on Dec. 31; provide normal service on Jan. 8, and provide three recycling containers on all three dates. He noted that we purchased a new broom and rake to help with cleanup and recycling management.

**2021-2022 Budget:** P. Logue and D. Stanley presented a draft budget for the next fiscal year, for BOD approval in August. They asked that comments be sent to P. Logue for consideration and incorporation. They suggested that our Scholarship Committee develop a criteria plan for scholarship awards that would include expansion of the program to trade schools. One option would be to

partner with the Community Fund to identify trade programs.

### **Committee Assignments for Next Fiscal**

**Year:** P. Logue stated that we need new Chairs for some of our committees. She will work with G. Mears to identify someone to manage Membership efforts. She also noted that we need a new chair for the Environment Committee.

### **2022 Calendars for the Community:** P.

Logue suggested that we produce a calendar for distribution to the Lucketts community themed “The Beauty of Lucketts.” We could use some of the photos received from our photo contest held this summer and others we may receive from members. The calendar could also include recipes provided by community members. We could give these out free at trash and make them available at the LCC to promote the club and heighten our profile to the community. D. Stanley stated he will need cost estimates for this project; initial estimate was about \$1K for 500 calendars. No final decision was taken.

**Future General Membership Meetings:** We will again hold our next General Membership Meeting at Fabboli Vineyards. The Board discussed other possible venues, as the room at the LCC is becoming too small to accommodate our numbers, especially during covid, when we must be able to socially distance. Other venues may include the old firehouse, Blue Frog winery, and Eagletree winery, and perhaps the LCC once per quarter. J. Adams noted that we are not a social club, but a community service club and should consider moving the venue around to various community facilities. The Board discussed holding some future meetings at the LCC during winter months when the weather is more inclement. Pres. Menendez will research other venues and present a recommendation to the BOD for the location of future meetings.

**Old Firehouse Status Report:** A. Menendez, P. Logue, and John Adams reported that Supervisor Kershner will request approval from the County Board of Supervisors for a delay in the disconnection of the existing sewage line from the Old Firehouse to the LES sewage system. Such a delay will provide sufficient time to the volunteer fire company

time to investigate possible future uses of the Old Firehouse to provide services to the Lucketts Community. Such services could justify the continued use of the connection to the LES sewage system (this system is also being expanded to accommodate the New Firehouse). J. Adams stated that a master plan is needed for the community that addresses the use of the firehouse and ways for the volunteer company and the LCC to work together longterm regarding building use and program development. He suggested establishment of a Steering Committee with all players as members to explore all options. The BOD authorized John Adams and Peter Hart to meet with the volunteer firemen to start the development of such a plan and to join in the formation of the Steering Committee.

**Meeting with Assistant Director of Parks and Recreation and the New Director of the Lucketts Community Center:** The BOD was informed of the ongoing conversations with Parks and Recreation and the Lucketts Community Center to participate in the development of a Lucketts Community Development Plan. This was an initial meeting, and more meetings will take place in the coming months.

**Student Citizenship Awards:** We awarded three student citizenship awards to students selected by the staff of the three schools in Lucketts. One recipient family did not attend the awards presentation meeting

**Mowing at the LAWS Shelter:** We received a request for a \$500 donation to manage mowing at the shelter. The BOD approved a recommendation that we tell LAWS to submit a grant application for this amount.

**Grant Request:** We received a request for \$20K from the Girl Scouts for the construction of an archery pavilion at their outdoor camp. This is apparently needed because of storm damage that has occurred to the current structure. The BOD determined that for a request of this sizable amount, we need additional information, including several bids detailing all costs. We will communicate this information to the Scout troop and encourage them to submit a formal grant application.

Adjourned 9:20 pm

*Submitted by Elizabeth Penaranda, Secretary*

