

WORMAN'S MILL CIVIC ASSOCIATION (WMCA)

**APPROVED MINUTES FOR THE MAY 12, 2010 BOARD OF DIRECTORS
PLANNING MEETING**

**Wednesday – May 12, 2010 (7:00 p.m.)
WMCA Clubhouse**

Board of Directors Present: Carol Goldstein, President; Allan Carlson, Vice-President; Judy Haines, Treasurer; Dick Menzer, Director – At – Large; Vicki Myer, Director – At – Large; and Noel Farmer, Secretary

Appointment of Vacant Director – At – Large Position: The WMCA Board of Directors unanimously and enthusiastically appointed Mrs. Lois Benjamin on an interim basis to the vacant position of Director – At – Large to serve until the next annual meeting.

I. Approval of Agenda

The agenda was approved with the following additions under XIII. Other:

- A. Nominating Committee
- B. Transmission of Emails to Community (Debra Sachs and the Conservancy Board)

II. Public Comment

There was no public comment presented to the WMCA Board of Directors.

III. Approval of Minutes

The following minutes were unanimously approved with the correction of one typo error in the masthead of the March 17th minutes:

- A. WMCA Board of Directors Planning Meeting (March 10, 2010)
- B. WMCA General Meeting (March 17, 2010)
- C. Worman's Mill Conservancy Candidates' Forum (April 13, 2010)

IV. Treasurer's Report

Judy Haines submitted the following Treasurer's Report which was unanimously approved:

Balance as of 2/28/2010		\$4,444.88
Income		\$1, 321.00
Dinner (75) – 3/17	\$1,050.00	
Dues (27)	\$162.00	
Raffle	\$109.00	
Expenses		\$2,374.96
Gift Certificate – March	\$50.00	

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Dinner – 3/17/2010	\$1062.46
Clubhouse Rental – 4/13	\$162.50
AARP Foundation – donation	\$500.00
Frederick Foodbank – donation	\$500.00
Clubhouse Set – Up (4/13)	\$50.00

Balance as of 4/30/2010 \$3,390.92

The WMCA Board of Directors voted to not request a Clubhouse Rental fee payment for the next Conservancy Forum since it is not officially required by the Conservancy rules. It was paid this year for the purpose of stressing WMCA impartiality in the actual election of the Trustees for the Conservancy.

V. WMCA Web – Site Update

Vice – President Allan Carlson made the following statistical report regarding the WMCA Web – Site:

We now have 342 E-Mail Listings.

In the month of March, we received 3,970 Home Page requests and 616 additional page requests.

In the month of April, we received 3,812 Home Page requests and 667 additional page requests.

VI. Debriefing of Conservancy Candidates’ Forum

A. Phase I

This section was successful. It was agreed that more time (possibly two more minutes each) could be added to the allocation of time for each candidate introduction.

B. Phase II

This section was successful. It was agreed that there was enough time for all five questions for each candidate to have been used as opposed to the selection of three questions for each candidate.

C. Phase III

It was agreed that this section needed improvements with the use of the following corrections for the next Conservancy Forum:

1. The rules of the proceedings for questions from the audience will be announced and stressed.
2. There will be one microphone used for the candidates and one microphone used for members of the audience so that the question and answer can be easily heard.
3. Only questions to the candidates can be accepted. Comments and concerns that are not framed in a question format to the candidates will not be accepted or allowed.

4. Only questions to the candidates that are asked over the microphone will be allowed.

VII. State Delegates' Forum

The same format that was used in the previous WMCA Mayoral Forum will be used with the following structure and approximate time allocations:

- A. Carol will contact the candidates to invite them to participate in the forum.
- B. Carol will send the five questions for Phase II to the candidates.
- C. The structure will be as follows:
 1. Phase I – Introductions of Candidates (12 minutes)
 2. Phase II – Three questions (40 minutes)
 3. Phase III – Questions from audience (20 minutes)
- D. Carol will create the five questions for Phase II and send them to the WMCA Board of Directors for revision and editing purposes.

VIII. Selection of E-Mails to be sent to Community

It was decided that the basic criteria for the selection of e-mails to be sent to the community will be that the e-mail **“has to have an impact on Worman’s Mill.”** Carol will use Allan Carlson, Vice-President, as a sounding board as to whether an e-mail should be sent to the community. The overall criteria to be used as a litmus test for selection of e-mails to be sent out to the community will be **our four purposes outlined in the WMCA By-Laws (Article II).**

IX. The E-Mail System as a “Rumor Mill” Control

It was decided that any rumor mill item that will be addressed by the WMCA and its e-mail system will have to be brought before the WMCA Board of Directors in their planning meeting for any disposition.

X. E-Mail System - Summaries

It was decided that we would not provide weekly summaries of e-mail information to the community and that we would continue with our current procedure of transmitting e-mails to the community.

XI. Report of Snow Task Force Meetings

Carol Goldstein brought the WMCA Board of Directors up to date on the progress of the Snow Task Force. She indicated that the work to date had been focused on gathering information and making clarifications. No recommendations had been solidified at this time. She added that the Snow Task Force hoped to make their recommendations to the Trustees of the Conservancy by the month of September 2010.

XII. Planning for the May 19th WMCA General Meeting

- A. Announcement: 457 votes in Conservancy Election
- B. Announcement: September 15th WMCA General Meeting – State Delegates’ Forum
- C. Director Responsibilities

Board Director	Responsibility
Carol Goldstein	Preside over General Meeting; number placement for table calls
Allan Carlson	Provision for the wine; Carabus Restaurant Gift Certificate
Judy Haines	Receive dues, dinner payments, and dinner reservations
Noel Farmer	Assist Judy; minutes; thank-you letter
Vicki Myers	Sell Raffle Tickets
Dick Menzer	Sell Raffle Tickets

XIII. Other

A. Nominating Committee

Carol announced that Tom Gill, Phyllis Sickels, and Dick Menzer would constitute the Nominating Committee for the WMCA Board of Directors for 2011.

B. Transmission of E-mails to Community (Debra Sacks and the Conservancy Board)

The WMCA Board of Directors decided not to transmit the letters from Debra Sacks and the Conservancy Board via e-mail to the Worman’s Mill community as this action was not appropriate for the role of the WMCA.

C. Cancellation of June 9 WMCA Planning Meeting

- 1. It was decided to cancel the June 9th WMCA Board of Directors Planning Meeting.
- 2. The summer WMCA Board of Directors Planning Meetings will be held on July 14 and August 11.

Submitted by,
Noel Farmer, WMCA Secretary