

WORMAN'S MILL CIVIC ASSOCIATION (WMCA)

APPROVED MINUTES FOR THE NOVEMBER 10, 2010 BOARD OF DIRECTORS PLANNING MEETING

Wednesday – November 10, 2010 – 7:00 p.m.

Worman's Mill Clubhouse

AGENDA

Board of Directors Present: Carol Goldstein, President; Allan Carlson, Vice-President; Dick Menzer, Director – At – Large; Lois Benjamin, Director – At – Large; and Noel Farmer, Secretary

Board Of Directors Absent: Vicki Myers, Director – At – Large and Judy Haines, Treasurer

I. Approval of Agenda

The agenda was unanimously approved as submitted.

II. Public Comment

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

III. Approval of Minutes

The minutes for the WMCA Board of Directors Planning Meeting (10/13/10) were unanimously approved as submitted.

IV. Web Site and E-Mail List Update

Allan Carlson reported that we now have 348 e-mail listings and in the month of October we received 1601 Home Page requests and 422 additional page requests.

V. Treasurer's Report

Judy Haines submitted the following Treasurer's Report via e-mail:

Balance as of 9/30/10		\$3,036.78
Income	\$0.00	
Expenses		
Insurance	\$968.00	
Balance as of 10/31/10		\$2,068.78

Allan Carlson indicated that he would put the approved 2011 WMCA budget in the WMCA web-site. Judy had stated that she would have copies of the

approved budget available at the November 17, 2010 WMCA General Meeting.

VI. Finalization of 2011 Program Schedule

Carol Goldstein gave a status report on the following program and speakers schedule for 2011:

January (1/19) – Nick Falcone (confirmed)
March (3/16) – Mayor Randy McClement and Joe Adkins (confirmed)
May (5/18) – Galen Clagett (as yet, not confirmed)
September (9/21) - Blaine Young (as yet, not confirmed)
November (11/16) - Now Open (a potential speaker: Sheriff Chuck Jenkins)
December (12/7) – Holiday Party (Lois Benjamin will be attempting to secure the entertainment for this evening.)

Note: The Forum for the Conservancy Candidates will be held in the Clubhouse in April 2011.

VII. Revisiting December 15, 2010: Rock and Roll Relics

The following decisions were confirmed at this meeting:

- A. Wine – Allan Carlson will only purchase the necessary wine for the last two WMCA General Meetings, and the remaining wine will be used at the Holiday Party
- B. Finger Food and essentials – Carol Goldstein will purchase at Costco the following items: cheese, potato chips, pretzels, water, paper plates, napkins, and cups
- C. Handout Flier on the Holiday Party – Lois Benjamin will create the flier and send a copy to Allan Carlson for copying and the web-site. She will distribute the flier at the November and December WMCA General Meetings.
- D. Room Set-Up – Carol will instruct Truman as to the directions for the room set-up at the party.
- E. Responsibilities of the Board of Directors – All Board of Directors will help with the clean up after the party.
- F. Capacity – 80 members
- G. Non-member fee - \$6
- H. Registrations – Judy Haines
- I. Start Time – 7 p.m.
- J. BYOB, Personal Finger Food, and Soft Drinks – Carol will announce that participants can bring their own BYOB, soft drinks, and finger food to the party. Lois will include this fact in the flier.

VIII. Planning – December 8 WMCA General Meeting

- A. Program: Economic Development in Frederick (Carol and Allan will attend to the technology needs for the speakers.)

- B. Reminder of the new location of WMCA General Meetings beginning in January 2011 – Allan Carlson will arrange to have the directions and map included in the web – site and also have copies available for distribution at the last two WMCA General Meetings.
- C. Reminder of the Holiday Party on December 15 – Carol will include this item in her announcements.
- D. Announce about the Membership Drive for 2011 – Carol will include this item in her announcements.
- E. Responsibilities

Board Officer	Responsibility
Carol Goldstein	Preside over General Meeting with announcements; number placement for table calls; technology requirements
Allan Carlson	Wine provision; gift certificate; directions to Homewood; technology requirements
Judy Haines	Receive dues, dinner payments, and dinner registrations
Noel Farmer	Assist Judy; minutes; thank-you letter
Vicki Myers	Raffle Tickets – selling
Dick Menzer	Raffle Tickets – selling
Lois Benjamin	Create Holiday Party Flier and distribute flier and Homewood Directions at the meeting during registration

IX. Planning for November 17, 2010 General Meeting

- A. Election of 2011 WMCA Board of Directors – Carol will contact Tom Gill to conduct this election.
- B. Announcement of New Location for General Meetings (Allan Carlson will arrange to have the directions and map included in the web-site and also have copies available for distribution at the meeting.)
- C. Announcement of Holiday Party Information and Handout (Carol will review the particulars of the Holiday Party with the audience and Lois will distribute the flier at the registration desk.)
- D. Announcement of December 8 WMCA General Meeting (Economic Development in Frederick) – Carol will include this item in her announcements.)
- E. Allan and Carol will send out e-mails to the membership on Thursday (11/11) and Friday(11/12) encouraging attendance for the November 17th General Meeting.
- F. Responsibilities

Board Officer	Responsibility
Carol Goldstein	Preside over General Meeting with announcements; number placement for table calls; technology requirements
Allan Carlson	Wine provision; gift certificate; directions to Homewood; technology requirements
Judy Haines	Receive dues, dinner payments, and dinner registrations
Noel Farmer	Assist Judy; Minutes; Thank-you Letter
Vicki Myers	Raffle Tickets – Selling
Dick Menzer	Raffle Tickets – Selling
Lois Benjamin	Create Holiday Party Flier and distribute flier and Homewood directions at the registration desk

X. Other

The next WMCA Board of Directors Planning Meeting will be held on January 5, 2011 in the Clubhouse at 7:00 p.m.

Submitted by: Noel Farmer, WMCA Secretary