

WORMAN'S MILL CIVIC ASSOCIATION (WMCA)

**APPROVED MINUTES FOR THE OCTOBER 13, 2010 BOARD OF DIRECTORS
PLANNING MEETING**

**Wednesday – October 13, 2010 (7:00 p.m.)
Worman's Mill Clubhouse**

Board of Directors Present: Carol Goldstein, President; Judy Haines, Treasurer; Dick Menzer, Director – At – Large; Lois Benjamin, Director – At – Large; and Noel Farmer, Secretary

Board of Directors Absent: Vicki Myers, Director – At – Large and Allan Carlson, Vice-President

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 following minutes were unanimously approved with one typo correction:

A. WMCA Board of Directors Planning Meeting (9/7/2010)

B. WMCA General Meeting (9/15/2010)

IV. Web Site and E-Mail List Update

Carol Goldstein stated that Allan Carlson reported to her that we now have 346 e-mail listings and in the month of September we received 1464 Home Page requests and 446 additional page requests.

V. Treasurer's Report

A. Judy Haines reported the following treasury balance as of 9/30/2010:

| | |
|-------------------------|------------|
| Balance as of 8/31/2010 | \$3,000.50 |
|-------------------------|------------|

Income

| | |
|--------------------|----------|
| Dinner (9/15 – 60) | \$840.00 |
|--------------------|----------|

| | |
|----------|----------|
| Dues (6) | \$ 36.00 |
|----------|----------|

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|--------|----------|
| Raffle | \$117.00 |
|--------|----------|

| | |
|-------|----------|
| Total | \$993.00 |
|-------|----------|

Expenses

| | |
|--------|----------|
| Dinner | \$906.72 |
|--------|----------|

| | |
|---------------|----------|
| Dinner Coupon | \$ 50.00 |
|---------------|----------|

| | |
|-----------------------|------------|
| Balance as of 9/30/10 | \$3,036.78 |
|-----------------------|------------|

This report was approved as submitted.

B. Liability Insurance

The Board of Directors unanimously approved the continuance of the Liability Insurance for the 2011 year.

C. 2011 Budget Proposal

The Board of Directors unanimously approved the following budget for the 2011 year based on the assumption that we would have at least an average attendance of 76 members with dues remaining at \$6 per person and dinners to be charged at the rate of \$16 per person:

| | 2010 Budget | 2010Est. | 2011 Budget |
|----------------------|--------------------|-----------------|--------------------|
| Membership | 175 | 156 | 155 |
| INCOME | | | |
| Dinner | \$7,140 | \$6,242 | \$7,296 |
| Dues | \$1,050 | \$942 | \$930 |
| Raffle | \$1,000 | \$760 | \$800 |
| Total Income | \$9,190 | \$7,944 | \$9,026 |
| EXPENSES | | | |
| Dinner | \$7,140 | \$6,210 | \$7,020 |
| Wine | \$400 | \$250 | \$0 |
| Dinner Certificate | \$300 | \$300 | \$300 |
| Insurance | \$225 | \$1,420 | \$1,000 |
| Gratuity | \$300 | \$300 | \$250 |
| Entertainment | \$500 | \$500 | \$500 |
| Web-Site | \$150 | | \$50 |
| Printing | \$25 | | \$25 |
| Misc. | \$25 | \$25 | \$25 |
| Clubhouse | \$400 | \$212 | \$50 |
| Donations | | \$1,000 | \$0 |
| Total Expense | \$9,465 | \$10,217 | \$9,220 |
| Difference | -\$275 | -\$2,273 | -\$194 |

VI. **Planning for 2011 Programs**

Carol Goldstein indicated that she would make the telephone contacts to attempt to confirm the following program speakers schedule:

January – Nick Falcone (confirmed)

March – SHA and City Highway Administration

May – Galen Clagett

September – New President of the County Commissioners

November – Mayor of Frederick City

December – Holiday Party

The forum for the Conservancy Candidates will be held in the clubhouse. Carol and Nick will be working out the schedule details.

VII. Strategy for Announcement of the new WMCA General Meetings

Location and the Distribution of Directions for the new Location

It was decided that the announcement of the new WMCA General Meetings location will be announced at the WMCA General Meetings in November and December. Carol will follow through to make sure that a map and directions are included in the WMCA Web-Site. Handouts regarding the new location will be distributed at the November and December meetings. The announcement will also be included in the Mill Monitor.

VIII. Revisiting December 15, 2010 Holiday Party

After considerable discussion, it was decided that we would provide refreshments consisting of cheese, potato chips, pretzels, soda, and wine. We will also provide for paper plates, napkins, and plastic forks. We will make sure to use the remaining wine from the dinners at Frederick Community College. It will be announced that attendees can also bring their own finger food. The capacity for this event was established to be 80 members. If a non-member wishes to attend, a \$6 per person membership fee will be charged. Registrations for the Holiday Party will be forwarded to Judy Haines. The start time for this event will be 7:00 P.M. Lois Benjamin will create a hand-out flier that will include the above information, and it will be distributed at the November and December General Meetings. This information will be included in the Mill Monitor and the WMCA Web-Site.

IX. Planning for November 17, 2010 General Meeting

- A. Election of 2011 WMCA Board of Directors
- B. Announcement of New Location for General Meetings
- C. Announcement of Holiday Party Information
- D. Responsibilities

| Board Officer | Responsibility |
|----------------------|--|
| Carol Goldstein | Preside over General Meeting; number placement for table calls |
| Allan Carlson | Provision for the Wine; gift certificate |
| 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 flier Handout for Holiday Party |

X. Next WMCA Board of Directors Planning Meeting – Wednesday (November 10, 2010 at 7 p.m. in the Clubhouse)

Submitted by: Noel Farmer. WMCA Secretary