

KINGS PARK CIVIC ASSOCIATION
P.O. Box 1243, Springfield, VA 22151

Meeting Minutes Kings Park Civic Association Board Meeting

Date: May 14, 2024, Board Meeting

Zoom (virtual)

Start: 7:30pm

Attendees:

Charlotte Hannagan
Leeann Alberts
Susan Cappa
Susan Malmberg
Susan Metcalf
Eric DeTurk (Notetaker)

Lorac Lawton
Rob (did not record last name)
Brian Alberts

Charlotte called meeting to order at 7:32pm

Began the meeting introductions of each of the board members.

Charlotte announced elections were an uncontested slate. Charlotte called for any nominations. Charlotte closed nominations, Leeann seconded. Motion to accept all nominations by acclamation. Motion seconded by Eric.

Charlotte presented motion to approve April 9, 2024 Board Meeting minutes. Eric seconded, all members voted in favor to approve minutes. The April 9, 2024 Board Meeting minutes were approved as written.

I. Membership

- a. Leeann provided an update on membership status. 1015 homes.
- b. Membership update provided by Leeann
 - i. Household membership as of April 2024: 318
 1. Household membership at this time in 2023: 303
 2. Household membership at this time in 2022: 323
 3. Household membership at this time in 2021: 420
 4. Household membership at this time in 2021: 415
- c. Eric suggested creating a membership flyer sometime over the summer to distribute independent of the gazette to each house as a reminder to join.
- d. Charlotte dropped of branded "Thank You" notes and show appreciation for contributions of \$75

II. Events

- a. Volunteer Appreciation Brunch (Post Mortem) (Eric DeTurk/Susan Cappa)
 - i. Event went well and Provision Kitchen provided a brunch meal to attendees. Braddock District Supervisor James Walkinshaw attended and made comments. KPCA Volunteer pens and certifications of appreciation were handed out.
 - ii. Susan Cappa recommended adding coffee next year and possibly looking at another day or the week/time that may be more suitable.
 - iii. Consider for next year only having it as a volunteer recognition by the Board versus inviting the entire community as there were not many attendees outside the volunteers being recognized.
- b. Community Yard Sale and Clean-Up day (Post Mortem) (Susan Metcalf)
 - i. Went great 38 participants. Got balloons, maps, and list of houses with QR code. Susan is awaiting feedback on how useful the QR code
 - ii. Out Junk Out was well received and Susan Metcalf received positive feedback.
- c. 4th of July Parade (Susan Metcalf)
 - i. General Update
 - 1. Advertising
 - a. In gazette, putting on facebook page, next gazette article/advertisement
 - 2. Sno-cones
 - a. Susan will borrow sno cone machine. Eric will get sno cone supplies.
 - b. Susan Cappa will make New Orleans version sno cones as an option.
 - 3. Scout troop banner holders/marchers
 - a. Susan reached out One girl scout troop (looking for another one), two boy scout troops
 - 4. KP Band concert all lined up
 - 5. CERT and other volunteers
 - a. Order the medals (125 per last year)
 - 6. Charlotte brought up doing a bike/car decorating contest. Susan Metcalf noted it is very difficult and this is why we went to the participation medal.
- d. National Night Out (Tuesday, August 6, 2024) (Eric/Susan Metcalf)
 - i. Publicize in gazette and reach out to FFX PD to find out sign up date.
 - ii. Lorac Lawton mentioned calling the FFX PD and setting up NNO visits to blocks was easy using the information published in the Gazette
- e. Glow Dance in the Park (Eric)
 - i. Eric will talk with Shelley Miller about time frame and details.

- III. Budget - Susan Malmberg
 - a. Budget update
 - i. YTD Income-\$14,503 Expenses-\$9,644
 - ii. Change since last meeting -
 - 1. Income - \$1,064 (\$874 Membership; \$190 Donation)
 - 2. Expenses - \$350 (Parliament Pool Advertising Banner), \$73 (Volunteer Appreciation Event), \$390 (Lawn Care)
 - iii. No outstanding expenses/incomes
- IV. Community Safety / Beautification Items - Susan Cappa
 - a. Safety
 - i. Fairfax Families for Safe Streets May 6th meeting update (if attended)
 - 1. Susan Cappa briefed on shortages with crossing guards in FFX county. Run by the PD and a low priority. FCPS have weighed in and want to take over crossing guard program for county. When a crossing guard is out the police officers will take their place limiting the officers patrolling
 - 2. Documentary on safe streets has been created and Susan Cappa can provide information.
 - ii. Community safety issues
 - 1. Nothing significant to report
 - b. Landscaper/beautification updates
 - i. Landscaper updates
 - 1. No updates
 - ii. Kings Park Garden Club update
 - 1. There is an inactive garden club in the neighborhood that Susan Cappa found out about during the volunteer appreciation day. This may be something to tap into with the community gardening initiative.
 - iii. Adopt-a-Highway (Eric/Susan Cappa)
 - 1. Eric proposed June 8 later in the day from 3-4pm.
 - 2. Eric will create a flyer, notify VDOT and get signage. Eric already has vests, gloves and bags
 - c. Kings Park Park – Park Volunteer Team (Eric)
 - i. Nothing significant to report
- V. Gazette – Charlotte
 - a. Gazette Articles (due June 1st)
 - b. Susan Cappa volunteered to write articles and requested members send her suggestions.
 - c. Article about local resident who won award for native plants
- VI. KPCA Website/Google Drive
 - a. Website (Charlotte)
 - i. Nothing significant to report
 - b. Records Management (Eric)
 - i. Nothing significant to report

- VII. Welcome Committee
 - a. Susan did three this month on Victoria, Kenilworth, and Southampton
- VIII. Outstanding Items from last month:
 - a. Kings Park Park playground access from lower parking lot (Charlotte)
 - i. Park authority determined improvements need to be made after a sight survey and are planning the next steps.
 - b. Tennis and basketball courts have algae/mold on them and extremely slippery. FCPA will try chemicals and powerwash them. Coordinated with Supervisor Walkinshaw's office to have them cleaned.
 - c. Next "Royal Resident" nomination
 - i. Traveling flag to a community member highlighted.
 - ii. Member Rob mentioned possibly creating a form for nominations.
- IX. Open/Closed community inquiries since last meeting
 - a. BDC April 16, 2024 meeting recap (final meeting of operating year)
 - b. BDC Next Meeting June 19, 2024

Meeting Adjourned at 8:25pm

Next Meeting: Board Meeting, Tuesday, June 11, 2024 at 7:30pm via Zoom