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

Meeting Minutes Kings Park Civic Association Board Meeting
Date: November 14, 2023, Board Meeting
Zoom (virtual)
Start: 7:30pm

Attendees:

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

Charlotte called meeting to order at 7:31pm

Charlotte presented motion to approve October 12, 2023 Board Meeting minutes. Leeann Alberts seconded, all members voted in favor to approve minutes. The October 12, 2023 Board Meeting minutes were approved as written.

I. Membership
    a. Membership update was provided by Leeann
        i. Household membership as of September 2023: 346
            1. Household membership at this time in 2022: 390
            2. Household membership at this time in 2021: 454
            3. Household membership at this time in 2020: 415
        ii. 11 new members at Oktoberfest
II. Events
    a. Trunk or Treat – Post Mortem
        i. Not as many trunks as previous year
        ii. Eric proposed having a “Trunk” contest to garner more vehicle participation
    b. Halloween Decorating Contest – Post Mortem
        i. Winners posted on KPCA Facebook page and received flag for front lawn.
    c. Scavenger Hunt – Postmortem
        i. Winners posted on KPCA Facebook page.
        ii. Note that the younger age children are often busy on the weekends which may play a role in how many people participate
    d. Glow Party in the Park
        i. Will move to the spring time and reconvene on planning efforts
    e. Holiday Party (Scheduled for December 1st)
        i. Holiday party being advertised on Facebook pages

ii. Kings Park cafeteria has been booked
iii. Lisa Anderson and Brandi Campbell are leading the planning
1. Call for
iv. Charlotte put out call for volunteers on x2VOL
v. Two volunteer tables with copies of current membership list

f. Holiday Lights Decorating Contest (Scheduled for December 18th)
i. Same house cannot win if they already won last year
ii. Flags are ready to distribute
iii. Will advertise after Thanksgiving

II. Budget
a. Budget update was provided by Susan Malmberg
1. YTD Income-$1,525 Expenses-$4,106
2. Change since last meeting
1. Income -$70 (Dues $55, Donations $15)
2. Expenses -$370 (Lawn care-$370)

b. Financial Review/Audit update
i. Anthony Ortiz is looking at the books

c. Insurance policy renewal update
i. Insurance has been paid by Charlotte

III. Community Safety / Beautification Items
a. Safety
i. Fairfax Families for Safe Streets November 6th meeting update
1. Susan Cappa attended and namely discussed the upcoming Day of Remembrance.
2. Department of Health is involved in pedestrian safety and will issue a preliminary report in November 2023 and a final report in February 2024 covering 2015 – 2023.

b. Landscaper/beautification updates
i. KP Drive Traffic Circle update
1. Lori Taylor has trimmed the tall plants on both Kings Park traffic circles
ii. Southampton nubs/"bump-outs"
1. Susan Cappa is coordinating the nub beautification efforts with the Girl Scouts
iii. Kings Park Garden Club
1. Plan to promote the garden club after the winter months to try and start it in early spring
iv. Adopt-a-Highway
1. November 12th Event Post Mortem
a. Completed first clean up event on our Burke Lake Road Section.
b. Seven volunteers participated and collected 5 bags of trash and some larger miscellaneous items.

c. Kings Park Park – Park Volunteer Team
i. Next clean up will be scheduled after the winter in the early spring

V. Gazette
   a. General Update
      i. Articles due Dec 1st
      ii. Susan Metcalf volunteered to be the board "Spotlight"
      iii. Susan Cappa will write an article on the Health Department report about pedestrian safety.

VI. KPCA Website/Google Drive
   a. Website
      i. Charlotte is working on setting up through the website an email list
      ii. Leeann will get Charlotte the updated email list
   b. Records Management
      i. No updates

VII. Welcome Committee
   a. General update
      i. Susan Metcalf Stopped by two new residents and dropped off cookies.

VIII. Outstanding Items from last month:
   a. Braddock District Council of Community Associations
      i. Dec 6th – Best of Braddock/ Outstanding people from the community event.
   b. Kings Park Volunteer recognition on April 20th (event TBD)
   c. KPCA email distribution list for assisting with event sign up
      1. See Website notes above
   d. Survey monkey to garner feedback from the community and KPCA members
      i. Looking to distribute in the new year

IX. Open/Closed community inquiries since last meeting
   a. Lake Accotink Task Force update (Charlotte)
      i. Report will be finalized in December
   b. Braddock Road Multimodal Improvement Project updates
      i. Charlotte contacted representative and they are developing a FAQ
   c. Jenny Summer (on Cromwell Circle) – looking for someone to help with her dog due to a recent surgery. Charlotte asked board to reach out to respective networks.

Meeting Adjourned at 8:15pm

Next Meeting: Board Meeting, Tuesday, December 12, 2023 at 7:30pm via Zoom