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

Meeting Minutes Kings Park Civic Association Board Meeting
Date: June 13, 2023, Annual Member Meeting
Zoom (virtual)
Start: 7:30pm

Attendees:

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

Member:
Alyssa Densham

Charlotte calls meeting to order 7:34pm

Charlotte presented motion to approve May 30, 2023 General Membership Meeting minutes. Susan Metcalf seconded, all members voted in favor to approve minutes. The May 30, 2023 General Membership meeting minutes were approved as written.

I. National Night Out Meal Presentation
    a. Alyssa Densham from Provision Kitchen provided a brief overview of the Provision Kitchen mission and opportunity to provide a community meal at the KPCA National Night Out event. Several members asked questions to include the Kitchen's secular stance on providing meals to the community with no expectations and in a "pay as you can" fashion.
II. Membership
    a. Membership update was provided by Leeann
    b. Household membership as of June 2023: 314
        i. Household membership at this time in 2022: 336
        ii. Household membership at this time in 2021: 425
        iii. Household membership at this time in 2020: 381
III. Events - Susan Metcalf
    a. Scavenger hunt – 2023
        i. No updates
    b. 2023 Food Truck Season
        i. Had one food truck and it went well. Had to cancel last week's Italian food option due to inclement weather.

ii. Discussion regarding combining a food night with pool on June 29th. Decision made to not host food truck on June 29th and host June 22nd instead.
iii. June 15: Taco food truck
iv. June 22: Italian pizza food tent
v. July 6: Indian food truck

c. Ice Cream Day (Scheduled for June 17)
    i. KP Drive and Kenilworth at noon to start
    ii. Jim Sobecke will drive KPCA sign on his truck
    iii. Susan will try to reach out to Jim Sobecke regarding route change options
d. July 4th Parade
    i. General Update
        1. KP Band scheduled and will set up at lower basketball court
        2. CERT/other assistance
            a. Eric will email Jim Sobecke to reschedule park meet up and include Susan Metcalf
        3. Scout participation confirmed
        4. Sno cones will be set up at 1030am and Susan Cappa and Susan Malmberg will help.
        5. Membership table set up in conjunction with sno cone table and have current membership listing to help confirm if people paid dues for 2023.
        6. Park permit/Park layout
            a. Eric will submit permit for park use for event
e. Summer Movie Night/Glow Party in the Park (Charlotte)
    i. Discussion of ideas/options in place of glow options that are more environmental friendly
    ii. Decision to move forward with brainstorming ideas for Glow Party for later in the summer. Shelley Miller may assist in this effort, Charlotte will reach out.
f. National Night Out (Scheduled for August 1)
    i. Supervisor Walkinshaw is confirmed
    ii. Provision Kitchen confirmed to provide food, bottled water, utensils, plates and possible tables/chairs. Eric will set up logistics meeting with Alyssa to discuss further requirements.
    iii. Sign up genius is being used to have students sign up to help
g. Oktoberfest (Scheduled for Sept 16)
    i. Pool has been confirmed and band has been confirmed
    ii. Idea was presented to advertise to attendees to bring games (i.e. cornhole etc.) to the event to make it more interactive.
h. Emergency Preparedness Presentation (Scheduled for Sept 19)
    i. No updates and will discuss as we get closer to the date

IV. Budget - Susan Malmberg
    a. Jim Sobecke has been removed from KPCA bank account and Charlotte Hannagan has been placed on account after bank trip with Susan Malmberg
    b. Budget update provided by Susan Malmberg
        i. $12,235 income and $12,809 expenses since August 1, 2022 (FY)
            1. Since May 2023 meeting - income: $0
            2. Since May 2023 meeting - expenses $750
                a. $644 (Gazette Printing)
                b. $71 (Community Events)
                c. $35 (July 4th)

V. Community Safety / Beautification Items – Susan Cappa
    a. Safety
        i. Susan Cappa attended Fairfax Families for Safe Streets June 5th meeting
            1. Safe Streets will attend KP NNO.
            2. There were discussions of walking tours of area to become more familiar with vulnerable areas and potentially getting more information out to public by using West Springfield District Crime Prevention Officer Anthony Cappizi to do a brief to community at some point
            3. Susan Cappa mentioned idea of adding safe streets questions to scavenger hunt and integrate safety aspects.
            4. A grant has been given to make the intersection of Commerce and Old Keene Mill road safer
            5. Next meeting in person, not virtual at Caboose Common in Mosaic District.
    b. Landscaper/beautification updates
        i. Adopt-a-Highway
            1. Article in July gazette to garner interest was written by Susan Cappa. First clean up to be planned for some time in August.
    c. Kings Park Park – Park Volunteer Team
        i. Next clean up date TBD for late summer/early fall

V. Gazette – Charlotte
    a. General Update
        i. New volunteer and others to do some routes
        ii. Organizing and dividing up for distribution to occur weeks of June 15 – 23rd.

VI. KPCA Website/Google Drive
    a. Website
        i. Annual Meeting Minutes posted by Charlotte
    b. Records Management
        i. No updates

VII. Welcome Committee
    a. General update provided by Susan Metcalf

i. Visited about 6 houses over the last month and delivered membership forms and cookies
ii. Eric created a KPCA business cards to pass out with general information on one side and board contact information on the back side. Susan Metcalf will print the cards.

VIII. Outstanding Items from last month:
a. Survey monkey to garner feedback from the community and KPCA members
i. No updates
b. KPCA email distribution list for assisting with event sign up
i. No updates

IX. Open/Closed community inquiries since last meeting
a. Brandi Campbell - trees in median at Cromwell and Kings Park Dr in order to place crosswalk
i. Susan Cappa reached out to Brandi to discuss this further
b. Christina Wang - Duke Senior Thesis request for assistance
i. Charlotte provided locations that may be viable for this endeavor
c. Lake Accotink Task Force – Charlotte volunteered to be on this and represent KPCA
d. KP Sign Maintenance
i. Joe DiPietro member volunteered to do signs

Charlotte motioned to adjourn meeting, Eric seconded the motion. All members voted in favor to adjourn meeting.

Meeting Adjourned at 8:41pm

Next Meeting: Tuesday, July 11, 2023 at 7:30pm via Zoom