

**Woodley Park Community Association
Executive Committee Meeting
Stanford in Washington
2661 Connecticut Avenue**

**January 4, 2012
7:30pm**

Present Members/Officers:

Bill Menczer, President
Jay Sushelsky, Past President
Paul Poe, Vice President
Kate Bertram, Secretary
Zev Lewis
Rob Meisnere
Sarah Taber

ANC Commissioners:

Bill Kummings
Lee Brian Reba

I. CALL TO ORDER

The Board convened at 7:31pm.

II. APPROVAL OF MINUTES

Commissioner Lee Brian Reba and Warren both requested friendly amendments to the December minutes. Kate offered to make the requested changes. Bill suggested that the Board table approval of the December minutes until the February meeting.

III. TREASURER'S REPORT

Warren said that his question regarding ongoing website hosting fees charged by GoDaddy had been resolved, and that he was working with Bank of America on reducing or waiving the recurring \$30/month finance charges. Paul suggested that the Board may want to explore changing banks in the future. Paul moved to approve the treasurer's report. Zev seconded. The treasurer's report was approved.

IV. COMMITTEE REPORTS

NEIGHBORHOOD WATCH

Nour Jurgenson said she had received positive responses from both DC Government and MPD, especially the outreach office Rhonda Hardy. Nour plans to send monthly updates to all block captains and the WPCA President. Bill asked if Zev's block was covered by the existing neighborhood watch program. Lee Brian and Zev both said that it was not. Zev

offered to communicate the need for participation within his building and possibly among neighboring buildings. Zev volunteered to obtain email addresses for residents of the buildings on his Connecticut Avenue block.

V. OLD BUSINESS

HOLIDAY PARTY

Bill thanked all the volunteers for their assistance, and Zev commended Peter Brusoe's "Santa." Zev asked if attendees were compared against the membership list, and Kate said they were. She estimated that about 20 neighbors became members that evening. Zev asked if the Shoreham or other hotels had been given the opportunity to host the party as well as the Marriott, but Jay said he was hesitant to "look a gift horse in the mouth," and Bill also said he was hesitant to play one hotel against the other.

ROCK CREEK PARKWAY CONSTRUCTION STATUS

Bill relayed Barbara's concern that signs still had not been placed at the Calvert/Cathedral road divide, and the street lighting issue has still not been resolved.

WEBSITE HOSTING

Kate proposed that the WPCA continue to allow GoDaddy to host the website, wpcaonline.org, and offered to try to renegotiate the fees with them to remove extra services. John said that the current fees include \$7 per month for hosting and \$3 per month for a static IP address, but if the WPCA signed on for a year it could potentially be reduced. He also offered a 25% off coupon. The question of elderly and communications use was postponed until a subsequent meeting.

VACANCY FOR AT-LARGE MEMBER

Jay moved to appoint Peter Brusoe to fill the vacant at-large position subject to the provisions of the bylaws. Zev seconded. The motion passed. Peter is expected to attend the February meeting.

VERIFICATION OF TREASURER ACCOUNTS

Paul said that bank statements for January, February and March 2011 were missing from the documentation, but receipts were consistent and nothing seemed out of order. From May through October, there were four checks without corresponding receipts, all regarding printing and mailing of the Acorn. Among these four, two were identical payments of \$595.33. Warren said he believed that one of those two payments had been credited back before his tenure began, but offered to check with Bruce. John reminded the Board that the postmaster doesn't issue receipts, but an email from PrintOne should be in the record. Paul also said that bank statements from November and December had not yet been received, and Warren reminded the Board that the change of address issue around that time may cause delays in documentation. Paul suggested that he assemble some best practices for future verifications and audits. Bill suggested deferring the final verification until the February meeting so Paul and Warren could resolve these outstanding issues.

Paul suggested purchasing accounting software, such as Quickbooks, that would integrate with the bank account and facilitate audits and reviews, and making all or most accounting procedures digital. Warren agreed that Quicken is inexpensive and probably worthwhile, but that the idea of scanning receipts was more problematic as it required equipment and additional time. The Board agreed to continue to discuss the use of technology for bookkeeping at subsequent meetings.

INTERRUPTION – OFFICER BOB

Officer Bob of MPD briefly addressed the meeting to report on a “force and violence” incident on 32nd Street at 7:30pm on January 2, where a woman was allegedly accosted by two men who grabbed her and stole her belongings. There are currently no suspects. The report was very limited in scope. Officer Bob said he could not find evidence of a report from a possible subsequent incident at 7:44pm on the 3100 block of Cathedral Avenue.

2629 CONNECTICUT AVE PLANS

Bill reported that the owner (Adrienne Hedman) of 2629 Connecticut Ave, NW and the architect (Michael Jones) would like to informally discuss their plans to renovate their commercial property. The meeting will take place during the week of January 16. John, Rob, and Zev all expressed an interest in participating in the meeting with Bill. Bill offered to set up the meeting date and time and to inform all participants.

VI. NEW BUSINESS

ACORN

Bill opened discussion of the *Acorn* with two questions: (1) What is the purpose of the *Acorn*, and (2) Should the *Acorn* continue to be printed on paper and delivered to households, or should it move to an electronic distribution? Warren said that printing and mailing the *Acorn* was by far the WPCA’s largest expense. It costs approximately \$1830 to print and \$600 for postage per issue, which is about \$4,860 per year. He said that the next largest expense, the spring picnic, cost about \$1,368 per year. Warren also gauged that if the *Acorn* was delivered to 290 membership households, that was about \$8.38 per issue. John reminded the Board that the *Acorn* was not limited to member households; in fact, it was mailed to about 1500 households, and about 500 more were hand-delivered to apartment buildings. By John’s accounting, the *Acorn* cost around \$1 per copy not \$8.38.

Armen reminded the Board that until John began sending out regular emails, the *Acorn* was the sole mechanism for relaying Board information to the community. When the *Acorn* is received, he said, he almost always signs up a few new members. Warren clarified his position, saying the *Acorn* is clearly a positive force in the neighborhood, but that the Association is constrained by the large expense, and it may not be sustainable over time. Zev asked if the Board had considered hiring someone to sell ads in the *Acorn*. Bill said that indeed the *Acorn* had ads in the past, although that practice had fallen out of favor in recent years. Paul suggested working in conjunction with the *Northwest Current* on a special issue containing *Acorn* content, to be delivered as part of the *Current*. Nour said that in addition

to ads, it may be possible to procure sponsors. Nour also suggested that there may be a specific provision in the Bylaws requiring publication, printing and delivery of the *Acorn*. John confirmed that the Bylaws say that there will be an *Acorn* and that it will be published “approximately two times each year.” Nour also said that although of course cost reductions should be explored, since the WPCA was a nonprofit organization, she thought it was critical to provide a publication for residents that don’t use computers. Bill proposed that the discussion be tabled to a committee. Warren, Zev, Kate and Rob volunteered to consider these and other questions and summarize the issues at a subsequent meeting.

GERTRUDE STEIN EXHIBIT AT THE STANFORD

Jay reminded the Board that the Stanford had issued an invitation to host a neighborhood gathering to view the current exhibition on Gertrude Stein, which runs through January 22nd. He offered to inquire about subsequent exhibitions that the WPCA could consider for a spring event. Paul suggested that it would be terrific for the neighborhood if the exhibit space could , at some time, feature local artists.

2012 SPRING GENERAL MEMBERSHIP MEETING

Bill asked for suggestions of speakers or issues to highlight at the Spring 2012 general membership meeting. Rob suggested someone from DDOT, which was well-received. Bill volunteered Barbara to reach out to DDOT with some potential dates. Armen suggested the head of WASA may be interested as well, and volunteered to call that office. Kate suggested that WPCA leadership should also present a “State of the Union” to inform the community about Board activities. John agreed, saying that in the Bylaws the President should give an annual presentation at the general meeting about activities of the Executive Committee. Bill agreed to speak. The Board agreed that holding the General Meeting between April 30 and May 3 was preferred. Bill deferred questions of food, publicity, signups, and the election of officers until subsequent meetings.

MEMBERSHIP STRATEGIES

Bill deferred discussion of membership statistics and strategies to a subsequent meeting.

MPD PARTICIPATION AT BOARD MEETEINGS

Bill asked if the MPD should be invited to regularly attend Executive Committee meetings. Kate suggested that it would be useful only if they had new information. Instead, Nour offered to invite representatives from the MPD as needed.

APPRECIATION LETTERS FOR COUNCILMEMBERS

Bill offered to send a letter to Councilmember Jim Graham thanking him for his service to Woodley Park. Jay said he had sent a similar letter to Councilmember Mary Cheh, which was acknowledged. Barbara will draft a letter for Graham and Bill will sign it.

SPRING CLEANUP DAY

Bill asked if there was interest in hosting a “Spring Cleanup” event at either All Souls or The Maret School again, perhaps on May 21 or 22. Warren said that the expense was minor but

interest was significant. Kate offered to reach out to Anne-Marie Bairstow to gather more information and report back at the February meeting.

VII. REPORTS FROM ANC COMMISSIONERS

COMMISSIONER LEE BRIAN REBA

Lee Brian reported that the manager of the building where the new Noodles & Company is located is working on fulfilling the agreement regarding trash and linen enclosures. The trans compactor is working well. Lee Brian said that Potbellys was considering the former Café International space, although it has an awkward layout and they would be considered a “fast casual” restaurant. He said working with a national chain to fill that space may have advantages, and Potbellys was known for being community-focused.

Lee Brian also reported that ABRA had declined ANC3C’s request for a deferral regarding the liquor license application for Café Sorriso. Instead, ABRA suggested that Lee Brian and concerned neighbors participate in their “protest” process, during which concerns could be heard under mediation, and Voluntary Agreements would be considered. If a Voluntary Agreement were to be signed, the provisions of that agreement would be considered at the time of license renewal. John reminded the Board that per the Bylaws, the WPCA cannot take a position on any application regarding a property in the neighborhood unless WPCA has given notice to neighbors before taking that position, so it was too late to act on this issue at this time. Lee Brian agreed that the WPCA need not take action at this time, but he offered to share his letter to ABRA, written as a Commissioner on behalf of SMD 3C01, and signed by ten neighbors. The letter does not protest the business, but addresses vermin, parking, and car and pedestrian safety in the alley. The letter also quotes the WPCA motion passed on December 7, 2011 requesting that ABRA defer action on the license application.

COMMISSIONER BILL KUMMINGS

Bill Kummings reported that the construction on the Woodley Wardman building has not yet been completed, and that the builders are reviewing concepts for screening the mechanics on the roof.

VIII. QUESTIONS FROM MEMBERS

None

IX. ADJOURNMENT

Bill noted that, since he would be unable to attend, Paul would be leading the February 1 meeting. Jay moved to adjourn, and Zev seconded. The meeting adjourned at 9:27 pm.

