

**Tunbridge Station Civic League**  
**Community Meeting Minutes**  
**April 18, 2023**  
**TowneBank Meeting Room**

**Attendance:**

**Board Members Present:** Rob Mulvihill, Amanda Ziegenfuss and Kelly Martinec

**Board Members Absent:** Jeff Easton

**Meeting Called to Order:** 7pm

**I. Welcome**

**II. Minutes – January:** approve

Sofie Danly made a motion to approve, Mark Simmons 2<sup>nd</sup> motion, All voted in favor.

**III. President's Report**

- Announcements to come
- Vote on proposed budget

Discussing the 2023 proposed budget and new increased dues of \$50 followed with lots of resident questions. Why is there not a physical newsletter anymore? Cost of printing was getting too much, it has been moved to the website and a quarterly email for those that sign up for it. Peter Verdeschi has offered to help with the expenses of printing as he would really like to see it going out on paper again as he does not like using the computer. How do people find out about the civic league without a newsletter? It was explained word of mouth, social media, and membership drives at the front entrance. We would like to eventually see someone step up and start a hospitality or welcoming committee to do just this, but getting people to volunteer is not the easiest. We can only do the things we have time and bodies to do. What does the membership get a person? See attached budget for all services paid for along with access to 24/7 access to neighborhood meeting minutes and finances on the website, under residents tab. Other wise these will only be available upon request or at community meetings. How can we start living within our means and not make dues go up? Can we get volunteers to cut the grass or make the city do so? The board has tried the volunteer method and is having success with the round-a-bouts but the front we could not get consistent enough volunteers. We cannot control increased costs by vendors such as electric and post office. As for the city mowing, we have been told no they will not do that weekly only monthly and now that we have the adopt a garden program that falls under our responsibility. The board understand that raising dues is not favorable however the old dues of \$20 was not covering expenses as it was and prices are only going up. If residents want these things that they ask for the only way to pay for them is to raise the money. Dottie asked what is venmo? The board explained it is an electronic pay option that many are using. Mark Simmons asked if we have asked ALM to donate the turf applications? Yes, we have reached out and they were not interested, but its worth a try again. At this time we are not doing turf as funds ran very low last year. We will look at seeding in the fall if funds allow. How can we save on flowers? The board is currently getting the flowers at wholesale cost from K&D Round's and they are donating the labor to install them, since Amanda lives in the neighborhood and works for them. That is keeping cost cheaper than buying from flower garden stores and less than hiring a company to do it all. Why are we budgeting \$1000 for a neighborhood party? Costs add up quickly and it would be nice to know that we could pay for all the things that residents requested without having to constantly ask for money. For instance, rough numbers we have priced out \$300 for food and drinks if we go cheap hamburgers and hot dogs, chips, sodas. \$400 for bounce house, then there are always little things like decorations, water balloons, pumpkins, face paint supplies. We may not always spend the \$1000 and any not spent will be left in the account for future use. Peter asked how would we keep none paying

members from attending these events? The board answered we would not prevent that, exclusion is not our intention we would like for all to be able to attend and maybe that would encourage them to make a donation or start paying. Dottie asked how do we get more members? What is the plan? The board answered word of mouth, membership drives at the front entrance so people can stop ask questions see our presence, and have these social events for all to enjoy and get to know each other.

Budget was put to vote. Bill Sweeny made the motion to pass the budget, Mark Simmons second the budget. 5 voted for the budget, 2 voted against. Budget was passed.

#### **IV. Board Report**

##### **Treasurer:**

Financial report – all bills are paid to date

- General fund (checking) – \$3,407.42
- Emergency fund (savings) – \$679.76

Membership Drive Results- 27% participation (66homes) for 2023

##### **Resource Officer:**

- Was unable to attend the meeting.

##### **Committee Reports – Currently established**

- a) Events and Hospitality Committee – Open
- b) Garden Committee – Pam Eaton New chair!
  - i. looking for new members
  - ii. YOTM – opening to all houses; April winner 516 Downing
  - iii. Flowers will go in end of April/beginning of May
- c) Social Media Committee Chair – Amiee Mulvihill

#### **VI. Announcements – President**

- **Spring Fling / Membership drive:** May 6<sup>th</sup> cookout 11:00-1:00, May 7<sup>th</sup> Drive 10:30-1:00
- **Sprinkler Update:** WE are still trying to locate the well to change the packer and check valve to keep pump from cycling constantly. Hopeful to have this complete before flowers go in we have followed pipes to front of first house.
- **Yard sale April 29<sup>th</sup>:** It was requested could we start advertising for these at least 2 weeks prior to the date. Board said no problem! Mark is going to cut some corrugated boards for Amanda to make vinyl letters for easily updated signs.

**Meeting Adjourned:** 8:08pm. Bill Sweeney made a motion to close out meeting, Dottie Ellen Seconded the motion.

**\*\*The amounts are based on donations of the neighborhood generosity and estimate amounts based on current/past expenses paid out.\*\***



INCOME - BASED ON DONATIONS OF THE NEIGHBORHOOD		
MEMBERSHIP	\$ 12,500.00	250 members @: \$50 = \$12,500.00 (includes 11 homes on Back Road)
SPRING DONATION DRIVE	\$ -	based on what is generously donated by the neighborhood
SUMMER DONATION DRIVE	\$ -	based on what is generously donated by the neighborhood
FALL DONATION DRIVE	\$ -	based on what is generously donated by the neighborhood
TRI-CITY MATERIALS	\$ -	donated mulch for the front entrance
<b>Total Income:</b>	<b>\$ 12,500.00</b>	

EXPENSES		
LAWN CARE	\$ 420.00	ALM - treatment - \$70 @ 6 treatments = \$420
LAWN MOWING FRONT ISLAND	\$ 1,000.00	Front island mowing ONLY + end of year gratuity approximate based on need annually
PLANTS/FLOWERS	\$ 800.00	Planting twice a year (\$400 x 2 planting session)
DOMINION POWER	\$ 360.00	varies \$15-30/month (depending on season) \$30 @ 12 = 360.00
IRRIGATION SERVICES	\$ 400.00	Daniels Lawn Services & Irrigation
VENMO FEES	\$ 25.00	Approximate fees for the year
DOMAIN NAME	\$ 30.00	2023 Renewal Fee
WEBSITE	\$ 200.00	2022-2023 1 year + domain name & privacy
COMMITTEES	\$ -	TBD
Hospitality Committee		
Events Committee		
SPRING SOCIAL	\$ 1,000.00	Cook out style with fun kids entertainment bounce house, carnival type games
FALL/HALLOWEEN SOCIAL	\$ 1,000.00	full fall festival kicked off with annual firetruck costume parade, kids goodies, photo booth, etc.
WINTER/CHILI SOCIAL	\$ 250.00	minor snacks for kids
SANTA SOCIAL	\$ 250.00	goodie bags and hot coc bar
GENERAL ADMINISTRATIVE EXPENSES		
Annual Reports - SCC	\$ 25.00	Approximately
Post Office Box	\$ 200.00	Annually
Office Supplies/Miscellaneous	\$ 500.00	TBD (prints, mailings, postage, etc.)
<b>Total Expense:</b>	<b>\$ 6,460.00</b>	<b>approximate</b>