

Olde Forge / Surrey Square Civic Association

Annual Membership Meeting

April 26, 2023, 7:30 PM

Meeting Minutes

### 1. Welcome and Call to Order

Joan Bishop, president, convened the Annual Meeting of the Olde Forge / Surrey Square Civic Association on April 26, 2023 at 7:12 pm in person at the Korean Church. Notice for the meeting was provided via e-mail and Facebook, as well as on the signboards. Board members present included Joan Bishop, president; John Firsching, 1<sup>st</sup> vice president; Dave Cote, 2<sup>nd</sup> vice president, and Dorothy Firsching, treasurer. The office of secretary is vacant.

- The Agenda of the Annual Meeting is provided as Attachment A.
- Members attending are listed as Attachment B.

### 2. Membership Report

Dorothy Firsching, membership chair, reported that as of April 26, 2023, we had 217 members who have paid the new dues amount of \$20.00 for 2023, or 62%. This is ahead of last year's membership of 195 households having paid by the 2022 annual meeting on May 5, 2022. Dorothy had recently hand-delivered paper membership forms to the roughly 170 members who had not paid online, and expected that some of those memberships would also come in. The overall participation is least among those living on Braddock Road.

### 3. Treasurer's Report

Dorothy Firsching, treasurer, noted that the Association was in good shape this year, as in addition to the increased dues amount, 93 members had made additional donations. Although last year the Association had to put out a call for donations to conduct the annual cleanup, with the \$2,325 of additional donations, the Association should be able to rent the necessary trucks and perhaps an additional dumpster. (It was explained that the County used to provide the dumpsters, but stopped during the pandemic and has not resumed.) We may also be able to print a directory if the board decides to. Dorothy presented the 2023 budget and expenses to date, with projections through the end of 2023.

- The financial report is provided as Attachment C.

### 4. Consideration of Bylaws Changes

Dorothy Firsching had noticed that although she seemed to remember that the Association's Bylaws had been amended to update the requirement that the two vice presidents come from different sides of the neighborhood, no one was able to locate an amended set of Bylaws. She began a search of past documents and spoke with past board member (including Kathy Augustine, Molly Sharkey, and Kelly Dillon). She contacted the Virginia State Corporation Commission and received a copy of the original Articles of Incorporation for the Surrey Square Civic Association, dated April 23, 1970. The two sides of the neighborhood were united in 2008, and the name was changed to the Olde Forge – Surrey Square Civic Association. The Association is a nonstock corporation, and has continuously maintained its status with the State Corporation Commission.

When she began going through the best set of Bylaws that could be located, she found that a number of minor and less minor adjustments needed to be made. She provided a redlined version of the document to the membership and to Fred Burgess, a member who is an attorney, and stepped through the document. Fred raised an important issue, that the officers in the Articles of Incorporation legally must match those in the bylaws. The original Articles of Incorporation list only a president, vice president, secretary, and treasurer. It appears that those documents have been out of sync since 2008, if not longer.

Questions were raised about Workers Compensation and Directors and Officers Liability. We believe that the Association has appropriate insurance for liability but it does not have employees or workers compensation coverage.

- Based upon the recommendation of Fred Burgess of the appropriate legal process for updating both the Articles of Incorporation and the Bylaws, it was resolved that the Association board would discuss changes to both the bylaws and the Articles of Incorporation, and that a special meeting of the Association would be called to review and approve the recommended changes.
- Attachment D contains the redlined Bylaws, not including additional redlined changes from Fred Burgess. The Bylaws draft changes are still a work in progress.

## **5. Hospitality Committee**

Marilyn Sitts, hospitality committee chair, is out of town much of the time and would appreciate some additional volunteer or volunteers to identify new move-ins.

## **6. Parks**

Gary Krauss reported that there was a big turnout for the stream cleanup of the Long Branch Valley Stream, despite other events occurring on the same day. Three Girl Scout troops participated. There as not a huge amount of trash. They pulled a lot of invasive “garlic mustard” and put it into the trash.

They are trying to do a restoration at the Olde Forge Park, opposite the Cinderella Park. The Invasives Management Group sprayed the “dock”, another common invasive plant with deep roots. It will be sprayed again.

They would like to do a planting of native plants there. The Kraus’s are doing a planting of native plans in their yard. They may do a give-away of native plants at a meeting, and have information on where to get plants.

Gary also warned people not to put their grass clippings in the park as it spread invasives. He also stated that if anyone wants help with native plantings, or for them to look at their yard, he can assist.

## **5. Neighborhood Watch**

John Firsching reported that Neighborhood Watch results in 2 rotations per year. The eight Block captains recruit patrols. They operate every other week to provide flexibility in recruiting.

Patrol volunteers use their own cars. Each car should have two volunteers, and a cell phone which they can use to call the police using the non-emergency number. They should drive very slowly – 5 to 10 miles per hour, and be visible. They have a briefcase with a log and manual, and are to be nonconfrontational.

The crime situation in Olde Forge – Surrey Square is very good. John subscribes to a City Protect service, and he reviewed their logs. There were 6 to 8 incidents in the circle, and about 4 of them had to do with a single incident, which was a “semi-domestic incident” that John did have knowledge of. In the Jomar – Pickett area in December, there was a “non-forced sexual violation”. There was a theft of auto parts from Tara, and a simple assault at Braddock and Twinbrook.

- A question was asked about getting a magnetic sign for the top of the cars, a “tent”. While there might be a problem with a conflict with roof racks, and potential expense, John said that he would look into getting one.
- It was noted that a neighborhood watch sign was on the ground behind the entrance sign. John Firsching will retrieve it.

## **6. Landscaping**

Barbara Price reported that there were two areas that were being landscaped: the Twinbrook entrance, which her committee had focused on, and the Pickett Road entrance, that Scott Riehl’s landscaper had done. The committee weeded and applied mulch purchased from the Boy Scouts.

## **10. Holiday Decorations**

Colleen Agan was not in attendance. The holidays team generally decorates about 17 street signs.

## **11. Social Events**

Joan Bishop, president, is also social events chair. She is gathering information on 2023 graduates, including everyone from kindergarten through college, not just high school. She has “clap” yard signs that were bought during the pandemic that have no year on them and will be used. She is asking them whether or not to do the parade around the neighborhood, followed by refreshments at the pool.

Planned events include:

- May 27<sup>th</sup>: the pool will open
- July 4: parade and picnic
- August 1<sup>st</sup>: National Night Out, ice cream social at the pool
- International Night: August TBD
- Cleanup: September 9<sup>th</sup>
- Fall Festival: October TBD

A spring scavenger hunt was conducted with three winners. There will be a fall scavenger hunt. There were goody bags at the pool for the Easter Egg hunt.

## **13. 2023 Clean Up**

John Firsching is heading the cleanup effort again this year. Fairfax County is not providing the dumpsters that they previously provided free to the association. The cleanup will be limited to members only.

He will continue his approach of providing an email schedule: first, a “save the date”, then in June, all the details and a deadline for signing up, a list of excluded materials, etc.

## **14. Braddock District Council Update**

Dave Cote reported that the Braddock District Council (BDC) imploded during the pandemic. They are now looking for volunteers, and are in particular need of a secretary.

Recent meetings reported on Fairfax County's multimodal project.

As many people recall, there was a crisis around trash pickup by the trash companies, particularly American, due to lack of personnel. The County re-opened the process for neighborhoods to apply for County trash pickup. Dave submitted the Civic Association's name to the waiting list, but about 250 neighborhoods are ahead of us. We would also have to petition and have more than 50% of the neighborhood agree for the County to handle our trash pickup, which would be attached to our property tax bills rather than paid directly.

### **15. Officer Elections**

Three offices are open: president, 1<sup>st</sup> vice president, secretary, and treasurer. As 2<sup>nd</sup> vice president and not up for election, Dave Cote presided.

He asked for volunteers to run for secretary. Matthew Firsching volunteered.

Fred Burgess made a motion that the current officers be re-elected and that Matthew Firsching be elected as well. Barb Price seconded the motion. All present were in favor.

Election results were:

Joan Bishop, president

John Firsching, 1<sup>st</sup> vice president

Dorothy Firsching, treasurer

Matthew Firsching, secretary

### **16. Adjournment**

There being no additional business, Dave made a motion to adjourn. John Firsching seconded it. All were in favor. The meeting was adjourned at 8:45 pm.

Respectfully Submitted,

Dorothy Firsching

Treasurer

## Appendix A. Agenda

### Olde Forge/Surrey Square Civic Association Annual Meeting Agenda April 26<sup>th</sup>; 7:00-9:00pm (EDT); Korean Church

1. Welcome and Agenda Joan Bishop
2. Membership Update Dorothy Firsching
  - a. Update on Membership Status and Membership Drive Activities
  - b. Volunteer Report/Analysis
3. Treasurer's Report Dorothy Firsching
4. By-Laws Changes and Adoption OF-SS CA Board of Directors
5. Committee Updates:
  - a. Hospitality
  - b. Parks
  - c. Neighborhood Watch
  - d. Landscaping
  - e. Holiday Decorations
6. OF/SS Social Events Joan Bishop
  - a. **Class of 2023 Recognition:** Month of May (Yard Signs); **Parade:** TBD
  - b. **Memorial Day 2023:** Monday, May 29<sup>th</sup>
  - c. **July 4<sup>th</sup> Parade/Picnic:** Tuesday, July 4<sup>th</sup>
  - d. **National Night Out:** Tuesday, August 1<sup>st</sup>
  - e. **International Night:** TBD
  - f. **Labor Day:** Monday, September 4<sup>th</sup>
  - g. **Fall Festival:** TBD
7. 2023 Clean Up Planning John Firsching
8. Braddock District Update Dave Cote
9. Board Elections: Dave Cote
  - a. President, 1<sup>st</sup> Vice President, Treasurer
  - b. Special Election: Secretary (replacement for Kelly Dillon)
10. Adjourn Joan Bishop

### **OF/SS Civic Association Board**

President – Joan Bishop [joaninnova@yahoo.com](mailto:joaninnova@yahoo.com)  
1<sup>st</sup> Vice President – John Firsching [jtfirsching786@gmail.com](mailto:jtfirsching786@gmail.com)  
2<sup>nd</sup> Vice President – Dave Cote [DCote@CHSLLC.com](mailto:DCote@CHSLLC.com)  
Secretary – **OPEN**  
Treasurer – Dorothy Firsching [dfirsching@ursamajorconsulting.com](mailto:dfirsching@ursamajorconsulting.com)  
Parks Liaison – Gary Krauss [mgkrauss89@gmail.com](mailto:mgkrauss89@gmail.com)  
Hospitality – Marilyn Sitts [marilysitts@msn.com](mailto:marilysitts@msn.com)  
Holiday Decorations – Colleen Agan [colleen.agan01@gmail.com](mailto:colleen.agan01@gmail.com)  
Landscaping – Barb Price [rbtmprice@msn.com](mailto:rbtmprice@msn.com)  
Membership – Dorothy Firsching [dfirsching@ursamajorconsulting.com](mailto:dfirsching@ursamajorconsulting.com)  
Neighborhood Email List Coordinator – Dorothy Firsching [dfirsching@ursamajorconsulting.com](mailto:dfirsching@ursamajorconsulting.com)  
**Facebook – “Olde Forge/Surrey Square; Fairfax, VA”**  
**Website - [www.forgesquare.com](http://www.forgesquare.com)**

## **Appendix B. Meeting Attendees**

Meeting Attendees included:

- Joan Bishop
- Dave Cote
- Dorothy Firsching
- Barb Price
- Randy Price
- Mimi Krauss
- Gary Krauss
- John Firsching
- Fred Burgess
- Matthew Firsching
- Chong-Hie Chui
- Sandra Woolfenden