

## Minutes of Seminary Ridge Civic Association Board Meeting MAY 21, 2020

**In Attendance:** Don Frahler, President; Paul Judge, First Vice President; Jeanne Jacob, Second Vice President; Maria Browne, Treasurer; Elizabeth McIntyre, Secretary; Mike Brookbank, Parliamentarian; and Beth Chase, St. Stephen's and St. Agnes School, CFO.

1. Meeting was called to order at 7:15 PM by President Frahler.
2. **Secretary's Report – McIntyre:** The April 2020 minutes were distributed electronically before the meeting and were accepted.
3. **Treasurer's Report as of April 23, 2020 – Browne:** Our current balance is \$17,018.60, excluding an outstanding check for \$800 to Jeanne Jacob for the cost of lunch for Alexandria' firefighters.
4. **Directory Update – McIntyre**
  - 4.1 We have a total of 228 covenant households in Seminary Ridge. As a result of efforts of Jacob and the emails to all residents that included a request to provide updated contact and directory information, we confirmed directory information for an additional 21 households last month. Prior to the meeting, Brookbank agreed to contact the residents on Templeton. McIntyre reported that excluding Templeton, 77 covenant homeowners have not responded to the requests for directory information, and of those, we do not have names for six addresses (excluding Templeton): 3904 Colonel Ellis, 528 Fort Williams Parkway, 3959 Fort Worth Ave, 806 St. Stephen's, 3904 Terry Place and 3705 Templeton.
  - 4.2 Jacob agreed to call any households who had not provided information. Brookbank agreed to contact households on Templeton, Jacob asked Mary Doane, block captain of Moss Place to contact those households, and Browne agreed to contact households on Ft Worth Ave. Browne also stated that she had obtained the agreement of the Browns, at 3948 Ft Worth Ave, to print their contact information.

**Note:** As of the writing of these minutes, approximately 15 households have responded with updated information. Thanks to the efforts of Maureen Brookbank, Jacob and Mary Doane.

### 5. **SSAS Update – Chase**

- 5.1 The school held a webinar to discuss the purchase of land from St. Andrews United Methodist Church. Approximately 16 people attended, including Pastor Jim Johnson from St. Andrews and a representative from Plaza Condominiums. Chase confirmed a delayed construction start of the Upper School's master plan restoration to May of '22.

5.2 On June 6, SSSAS students will drive through to pick up their diplomas and awards. Ann Henshaw is working with the school to create a drive-through parade route for the students. We will send out an email asking SRCA residents to line the parade route to cheer on the graduates. An in-person graduation ceremony is tentatively scheduled for July 25, 2020.

## **6. Scheduling Upcoming Events – Frahler**

6.1 **Annual picnic:** The picnic will be held on 9/20/2020. Chase confirmed the School's calendar will allow our usage, and we will have the picnic in the same area as last year.

6.2 The following people volunteered to handle various aspects of the picnic:

6.2.1 Drinks-- Frahler

6.2.2 Food –Jacob

6.2.3 Games – Jacob (assuming we will be able to have them)

6.2.4 Set up of tables – Brookbank

6.2.5 Check-in -- Browne

6.3 The Board decided that there was no need to arrange for the private pick-up of yard waste given the city's establishment of a drop off site. McIntyre will send out an email notifying residents of the city's site, hours, and its easy usage.

6.4 Nominating Committee – Frahler reported that Sue Goodhart has asked several individuals to act as a committee to interview those individuals who have expressed a desire to be a member of the board. We hope to have board members from across SRCA.

6.5 Status of SRCA Board members:

6.5.1 Frahler will resign as President.

6.5.2 Judge will not fleet up to President but would like to continue being SRCA's representative at SHA meetings. He is also willing to retain his 1<sup>st</sup> Vice President position.

6.5.3 Jacob will remain as 2<sup>nd</sup> Vice President

6.5.4 Chase will remain as SSSAS representative

6.5.5 Browne will remain as Treasurer

6.5.6 Brookbank will remain as Parliamentarian

6.5.7 McIntyre is willing to remain as Secretary, but is also willing to resign to allow for new Board members because we have several expressions of interest from the neighborhood.

6.5.8 Vacant positions: President, possibly 1<sup>st</sup> Vice President and possibly Secretary

**7. Seminary Hill (SH) Report – Paul Judge**

7.1 SHA is changing its bylaws to allow it to function with virtual/remote meetings during pandemics or local, state or federal emergencies.

7.2 Brookbank agreed to draft similar changes to SRCA bylaws.

**8. New Business**

**8.1** Jacob suggested creation of standing committees, such as a welcome committee that traditionally provided new owners with a welcome gift of a loaf of bread, to give homeowners an opportunity to work with the Board. McIntyre reported that she had been sending new owners a Welcome Flyer after obtaining directory information but found it difficult to deliver fresh baked items to new residents while the items were still fresh. Judge suggested obtaining gift certificates that can be emailed to the new residents. The Board decided to look to Great Harvest or other small businesses for such certificates. McIntyre volunteered to look into which businesses have gift certificates that can be emailed. The Board agreed to the expenditure and subsequent reimbursement.

**8.2** Brookbank stated that the Board should expect to be asked about the number of Covid-19 cases at our annual meeting. The Board agreed that the response will be that we do not have this information for the neighborhood and that it is inappropriate for us to discuss such health data.

**8.3** Frahler asked Judge to contact the city arborist about their plans for Seminary Ridge's trees and to report back to the Board.

**9. Adjournment:** Next meeting is scheduled for June 25, 2020 at 7 pm on Zoom. Meeting adjourned at 8:05 pm.