

Community Relations Committee Minutes
Thursday, March 2, 2017

1. Call to order- The meeting was called to order at 6:31 P.M. at the Proprietary Office.
2. In attendance were; Elizabeth Moran, Pat Bour, Judy Smith, David Barrie and Laura Roethlein (PMP)
3. Absent; Amanda Jacks

4. General Action Items
 - A. Resident Participation & Presentations (2 min per resident)- No resident present

 - B. Old Business
 - ❖ Re-Affirmation of 2017 Proposed Events Calendar with Rain Dates
The Committee voted to accept the 2017 Events Calendar. Laura will post on our web page.

 - C. New Business
Discussion Items
 - ❖ Spring Fling – April 8th 1-3pm, Parkway Pool Meeting Room
 - Easter Bunny – Resolved
 - Food & Drinks- Cookies, grapes, apple slices, clementine, goldfish and small bottles of water.
 - Crafts – will be available.
 - Games/Activities – Gummy bears counting contest. Coloring pages.
 - Volunteers- Pat, Judy, Amanda and David.

 - ❖ Fall Fest
 - Pony rides this year? The Committee does want pony rides. Laura will check and advise at the next meeting.

 - ❖ Donation Request – Keep Loudoun Beautiful
 - The Committee voted unanimously to provide a donation.
 - They supply CountrySide with Spring Clean-Up items (trash/recycling bags, trash picker-uppers, etc.)

 - ❖ Concert Band
 - Justified will be performing at the June 10th Concert.
 - The Committee asked Laura to check on Sub-Radio Standard

 - ❖ CountrySide Website Remodel – Laura requested the Committee submit their ideas on this to her.
 - ❖ Laura will share this at the next meeting.

 - D. Adjournment – The meeting adjourned at 7: 14 P. M. The next meeting of the CRC will be April 6, at the Proprietary Office.

Community Relations Committee
Minutes of Thursday, April 6, 2017

1. Call to order: At 6:34 P.M., at the Proprietary Office.
2. Present were Pat Bour, Judy Smith, Elizabeth Moran, Amanda Jacks, David Barrie and Laura Roethlein (PMP)
3. Absent: None

4. General Action Items

- A. Resident Participation & Presentations (2 min per resident) No residents present.

B. Old Business -

Spring Fling – Saturday, April 8th 1-3pm, Parkway Pool Meeting Room

- Face painter has been booked
- Volunteer to be the Bunny
- Refreshments, a gummy bear lottery, coloring books and a goodie bag will available.
- Volunteers for the event- Pat , David, Amanda and Judy
- Send general email out, Friday.

C. New Business

Discussion Items -

Spring Clean-Up – Saturday, April 22nd 10am-12pm, Meets in Parkway Parking Lot

- Discussion on getting volunteers to focus on different areas within CountrySide
- Snacks and drinks- Water and donuts will be available
- Will provide trash and/or recycle bags, first come first serve trash grabbers, gloves, and a list of areas within CountrySide that have been reported as needing a clean-up
- Volunteers- David and Laura
- Send general email out, Wednesday afternoon.

Spring Yard Sale – Saturday, May 6th 8am-Whenever seller feels necessary, Individual Residences

- Put up sandwich boards to help advertise the Spring Yard Sale.
- Residents can contact the office until Tuesday, May 2nd at 6:00pm to have their name added to the yard sale list.
- Yard sale lists/maps will be available on the CountrySide website and in the Office beginning Thursday, May 4th.
- General email on Friday, for the event, with sale lists/map.

Shred Event – Saturday, May 20th 9am-12pm, Parkway Parking Lot

- Joint shred event with Cascades (has shown interest) and Great Falls Chase, to be finalized by Laura. This will determine whether to have one or two shredding vehicles.
- Do we want to do an electronics truck along with the shred truck. We will discuss this addition, later this year, for the September/October timeframe.
- Limit the number of boxes/bags residents bring = 5 boxes per car.
- Volunteers-Amanda, David and Laura

Concert #1 – Saturday, June 10th 7-9pm, Parkway Pool Lawn

- Justified has agreed to perform
- Volunteers- Pat, Elizabeth, Amanda and David.

Concert #2 – Saturday, July 15th 7-9pm, Parkway Pool Lawn

- The Reflex has shown interest in performing.
- Laura to contact Reflex to discuss costs, number of attendees, advertising and different date. She will advise the Committee via email.

Fall Fest

- Update on pony ride options was discussed.
- Laura to continue searching for more companies that provide this service and to gather further information on petting zoos.

D. Meeting adjourned at 7: 31 P.M. The next meeting will be on May 4th , at the Proprietary Office.

Community Relations Committee

1. Call to order- The meeting was called to order at 6:36 P.M. at the Proprietary Office on Thursday, May 4, 2017.
2. In Attendance were: Pat Bour, Judy Smith, Amanda Jacks, Elizabeth Moran, David Barrie and Laura Roethlein (PMP).
3. Absent: None

4. General Action Items

A. Resident Participation & Presentations (2 min per resident)- No residents present.

B. Old Business –

Yard Sale: Saturday, May 6th, beginning at 8 AM

- Participating homes list and maps will be posted to the website by Thursday and hard copies available in the office.
- Advertisement was included in the April 27th issue of the Loudoun Times Mirror.
- General email sent out on Thursday, May 4th about this event.

Shred Event – Saturday, May 20th 9am-12pm, Parkway Parking Lot

- Cascades and Great Falls Chase will be participating.
- Volunteers are: David Barrie and Laura Roethlein (PMP).
- General email to be sent out on Friday, May 19th.
- We will have two trucks and a limit of 5 boxes per car.

Family Fun Night #1- June 24th Parkway Pool

- Food and drinks- Hot Dogs, Veggie trays, Fruit trays, chips, ice cream sandwiches and ice pops. Also, water, soda and juices.
- Griller- PMP will provide.
- Music- Ready for event.
- Games and prizes- Hula hoop, Limbo, penny dive, and guess the number of skittles/gummy worms in the jar.
- Volunteers – Pat, Judy, Elizabeth, David

C. New Business

Discussion Items –

Disclaimer Addition to Neighborhood Services Database List in Courier Request

- Suggested wording the same as under the Classifieds section in the Courier: *“The CountrySide Proprietary, its members, and/or Board of Directors do not recommend or endorse any person on this list. Use of any person on this list is at the sole discretion of the resident”*.

The Committee voted unanimously to add this wording to the Neighborhood Service Database in the Courier.

July CRC Meeting Date Change Request

- Propose to change the July CRC meeting to either Monday or Tuesday, June 26th or 27th.
- The Committee voted unanimously to meet on June 27th, for the next CRC meeting.

Concert #1 – Saturday, June 10th 7-9pm, Parkway Pool Lawn

- Request from band to change rain date from Saturday, June 17th to Sunday, June 11th, same time.
- The Committee voted unanimously to accept and publish a change of rain date to Saturday, June 11th.

Concert #2 – Saturday, July 15th 7-9pm, Parkway Pool Lawn

- Reflex is unavailable.
- Tommy and the Pickles has shown interest in performing. (Attachment A)
- Committee reviewed their tape and discussed at the meeting.
- Committee unanimously agreed to obtain the above band for Concert #2.
- Volunteers- Pat, Judy, Elizabeth and David

Fall Fest

- Working with vendors to obtain availability/pricing
Laura informed the Committee she found a vendor that can provide 3 ponies for 4 hours.
Committee unanimously agreed to obtain this vendor.

D. Adjournment – The Committee adjourned at 7: 11 P.M. The next meeting of the CRC will be June 27th, at the Proprietary Office.

CRC unofficial Minutes

1. Call to order- Meeting called to order at 6 :31 P.M. at the Proprietary office on Thursday, June 1, 2017.
2. In attendance were: Judy Smith, David Barrie and Laura Roethlein (PMP)
3. Absent: Amanda Jacks, Elizabeth Moran and Pat Bour
4. Since there was a lack of quorum, no voting decisions were made.

5. General Action Items

A. Resident Participation & Presentations (2 min per resident) –no residents present.

B. Old Business -

Re-scheduled CRC Meeting to June 27th

- This meeting is cancelled (no July meeting).
- All affected items will be discussed at the June 1st CRC Meeting.

Shred Event held on Saturday, May 20th

- Laura reported 9,000 Lbs. of shredded material were collected at the Shred Event. This information will be added to the Courier.

Concert #1 – Saturday, June 10th 7-9pm, Parkway Pool Lawn

- Justified will be performing
- Rain date: Sunday, June 11th, same time.
- Snacks & drinks: water, sodas, juice, popcorn, and ice pops
- Volunteers: Dave, Pat, Amanda, and Elizabeth are requested at 6:30 P.M.

Family Fun Night #1 – Saturday, June 24th 5-8pm, Parkway Pool

- Rain date: Sunday, June 25th, same time and place
- Food & drinks: water, sodas, juice, hot dogs, fruit trays, vegetable trays, chips, ice cream sandwiches, and ice pops
- Griller has been reserved – PMP will check grill prior to event and purchase propane, if necessary
- Music: will use summertime CDs
- Games & prizes: limbo, hula, penny toss, and gummy worm or skittles counting contest
- Volunteers: Dave, Pat, Elizabeth, and Judy are requested at 4:30 P.M.

C. New Business

Informational Item –

Waves Request

- The Waves is requesting that Parkway Pool and parking lot be closed at 6pm on July 28th to set-up for Divisionals. This does not affect any CRC events.

2017 CRC Budget

- Laura reported we are under budget, for 2017.

Discussion Items –

Concert #2 – Saturday, July 15th 7-9pm, Parkway Pool Lawn

- Rain date: Saturday, July 22nd, same time and place
- Tommy and the Pickles will be performing
- Snacks & drinks: water, sodas, juice, popcorn, and ice pops
- Volunteers: Dave, Pat, Judy, & Elizabeth are requested at 6:30 P.M.

Family Fun Night #2 – Saturday, July 29th 5-8pm, Parkway Pool

- Rain date: Saturday, August 5th, same time and place
- Food & drinks: water, sodas, juice, hot dogs, fruit trays, vegetable trays, chips, ice cream sandwiches, and ice pops
- Griller TBD.
- Music- will use summertime CDs
- Games & prizes - limbo, hula, penny toss, and gummy worm or skittles counting contest
- Volunteers - Dave, Pat, Elizabeth, and Judy are requested at 4:30 P.M.

Fall Fest

- Pony rides have been booked
- Will be sending the committee a list of possible moon bounces, games, and rides in mid-July

D. Adjournment

- Next CRC Meeting will be held at the Proprietary Office at 6:30 P.M. on Thursday, August 3rd

Community Relations Committee Minutes
August 3, 2017

1. Call to order- The meeting was called to order at 6:47 P.M. at the Proprietary Office.
2. In attendance were; Pat Bour, Judy Smith, Amanda Boone, David Barrie and Laura Roethlein (PMP)
3. Absent; Elizabeth Moran

4. General Action Items
 - A. Resident Participation & Presentations (2 min per resident)- No residents present

B. Old Business - None

C. New Business
Informational Item

Courier Printing Services

- The Courier printing services contract will be put out to bid this year.

Discussion Items:

CountrySide Website Update

- Need to submit a 2018 budget request for the website update. Laura will submit this request. The Committee suggested we should send out information about the Opt- In program.
- In our continued efforts to help our Association "Go Green", we are encouraging homeowners to sign up or "Opt In" to receiving the CountrySide Courier electronically.
- The Committee suggested that offering two free guest passes, might increase participation in this program.

Tiki Torches

- We have several tiki torches in storage from the Adult Parties. The Committee decided to offer them to the NAC and other Volunteers.

Family Fun Night #3 – Saturday, August 12th 5-8pm, Parkway Pool

- Rain date: Sunday, August 13th, same time and place
- Food & drinks: hot dogs, cut up watermelon and grapes, veggies trays, chips, soda, water, juice, and ice cream sandwiches
- Music
- Games & prizes: The Committee decided to hold the Limbo contest, but have two groups. All children under seven and all children over seven years of age. The Penny in the pool will be one of the games. Guessing the number of Swedish fish contest will be held.
- Volunteers- Amanda and David
- Griller had been obtained.

Pre-Teen Pool Party – Saturday, August 26th 5-8pm, Lindenwood Pool.

- The Pre-Teen Pool Party has been re-scheduled to Sunday August 27, from 4:30 to 7:30 PM, at the Lindenwood Pool. This change will be posted on our web page and a general email sent out to the residents.
- Rain date: Saturday, September 2nd, same time and place
- Food & drinks- Pizza, water, juice, soda, ice cream sandwiches and ice pops.
- Music-and glow sticks, and tattoos will be provide.
- Games & prizes- Penny in the pool and Limbo contest. There will be a Gummy Bear contest.
- Volunteers- Pat, Amanda, Judy and David.

Fall Fest – Saturday, October 7th 12-4pm, Parkway Pool Parking Lot & Lawn

- Budget Info- was reviewed by the Committee.
- Fee increases – Have not increased in approximately 5 years
 1. Entrance fee/party fee for residents without an amenities pass or guests: \$10 (raise \$5)
 2. Crafters: Residents - \$20 (raise \$10) / Non-residents - \$25 (raise \$10)
 3. The Committee voted 3 Yes 1 No to increase the entrance and crafters fees for the Fall Fest.
- Daisy Girl Scouts (ages 5-7) have shown interest in volunteering at Fall Fest. The Committee suggested they could assist in the Pumpkin Patch and greet residents with a map of the Fall Fest area, showing the activities and locations.
- Discussion on activities to have this year- Hayride, pony rides, Carnival games, Rock climbing wall, face painting, train ride and moon bounces. Laura will send out the final list of activities, later this month.
- There is a wide variety of prizes leftover from last year that will be used.
- Volunteers- Amanda, Judy, David and Pat will advise her availability.

D. Adjournment

- The next CRC Meeting will be held on Thursday, September 7th, at 6:30 P.M. at the Proprietary office.

CRC Meeting Minutes
Community Relations Committee
Thursday, September 7, 2017
6:30 p.m. Proprietary Office

1. Call to order – We did not have a quorum so this meeting was discussed with the members present and sent to the committee electronically.

- A. In attendance were - Judy Smith, David Barrie and Laura Roethlein (PMP)
- B. Absent – Pat Bour, Elizabeth Moran and Amanda Boone

2. General Action Items

- A. **Resident Participation & Presentations (2 min per resident)** – Anne Steingass was present to discuss a request to do a raffle at Fall Fest (see below).
- B. **Old Business - None**
- C. **New Business**
Informational Item – None

Discussion Items:

2018 CRC Budget Review

- Your voting on the 2018 budget requests are required. Please send this information to Laura.

Request from Loretta to add article to Courier

- Article will be added to the October Courier that the CountrySide Facebook page is not affiliated with the Proprietary Office.

Request from Girl Scout to Include Horsepen Run Hike Day in Courier and on website

- A local Girl Scout did a project in Horsepen Run and added informative tree signs. Hike Day will be an official “unveiling” of the signs.
- This is not a CRC event. Suggest the first sentence should be, “The Horsepen Run Committee and Erica Collins invite you...”.

Resident Request to do Raffle at Fall Fest

- Resident has suggested that we do a raffle at Fall Fest to obtain more resident E-mail addresses. She has volunteered to be at the Fall Fest to obtain the E-mail addresses. Donna is working to offer something as a raffle. More details will follow.

Fall Fest – Saturday, October 7th 12-4pm, Parkway Pool Parking Lot & Lawn

- All activities have been booked.
- Will remind residents that they need to bring cash for “party passes”.
- Donations will be made by AAA (for hot dogs and buns) and BrightView (for cornstalks, hay, and pumpkins), awaiting response from Titan (for apples).
- Parking locations – will have more information later this month and will advise the committee.

Shred Event

- Proposed date: Saturday, October 21st, actual date is Saturday, October 14th.

- Do we want to include an electronics removal truck? Do we want to change a fee for this? How much? The committee decided not to do an electronics removal because Loudoun County is holding one on Saturday, October 21st.
- Limit number of boxes to 5 per vehicle.
- Shred Event will be held in conjunction with Great Falls Chase and Cascades.

Miscellaneous – Courier

- The Board of Directors is in favor of sending the Courier via E-mail to residents beginning January 2018.
- Residents will be able to either read the Courier on the website, or a small number will be kept in the office and residents can come into the office and pick up a copy.
- All committees will discuss this and have the opportunity for feedback to the BoD.
- We currently have 80% of residents E-mails and will work on getting more prior to 2018 at upcoming events.
- An article regarding this will be in the October Courier.

D. Adjournment

- The meeting was adjourned at 6:51pm. The next CRC Meeting will be held on Thursday, October 5th.

Community Relations Committee

Thursday, October 5, 2017

6:30 p.m. Proprietary Office

1. Call to order; The meeting was called to order at 6:38 PM.
2. In attendance were; Pat Bour, Judy Smith, Amanda Boone, Elizabeth Moran, David Barrie and Laura Roethlein (PMP).
3. General Action Items
 - A. Resident Participation & Presentations (2 min per resident)= No residents present
 - B. Old Business - None
 - C. New Business
 - Informational Item – Suggestion for a possible CRC event for 2018. CRC discussed the possible event for 2018. The Committee agreed to invite the resident for more details about this, in 2018.

Discussion Items:

Fall Fest – Saturday, October 7th 12-4pm, Parkway Pool Parking Lot & Lawn

- All last minute preparations are being done
- Will have hot dogs, apples, leftover chips (until our stock runs out), sodas, water, juice, funnel cakes, hayrides, pony rides, 3 moon bounces, pumpkin patch, rock climbing wall, trackless train, carnival games, face painters and vendors.
- Discuss committee members and PMP staff tasks
Volunteers- Pat and Judy at Pumpkin Patch, David at wristband table, Amanda offered to help with the cooking and distribution of the Fall Fest maps. Elizabeth will be assisting Anne at the email table for the give- away prize.
Laura asked the CRC volunteers to be at the Fall Fest by 11 A.M.

Shred Event – Saturday, October 14th 9am-12pm, Parkway Parking Lot

- Shred event only. Will send an E-mail to residents reminding them of Shred Event and about Loudoun's Electronics Disposal Event on October 21st.
- Continue to do the shred event in conjunction with Cascades and Great Falls Chase.
- Limit of 5 boxes per vehicle.
- Volunteers- David

Boo Fest – Sunday, October 29th 1-3pm, Parkway Meeting Room

- Balloon artist has been booked.
- There will be a costume contest. Suggested categories are: cutest, scariest, funniest, and most unique.
- Prizes will be a medallion and a large candy bar.
- There will be a counting contest of eyeballs and gummy worms.
- Snacks-Gold fish, Cookies and apple slices.
- Crafts and goodie bags for the children.
- Music will be provided
- Volunteers – David

Halloween House Decorating Contest

- Round #1 – Sunday, October 29th, Judging begins at 7pm.
- Respective communities to be judged. Morven, The Villa's, and Welbourne also need to be judged.
- Round #2 – Monday, October 30th, Final round of judging begins at 7pm.
- One winner from each community and home type. Each winner will receive a \$25 gift card and their address will be posted to the website.
- David volunteered to cover any neighbor. Please send him an email.

D. Adjournment

- This is the final meeting of the year. Any items of discussion will be done via E-mail.
- David thanked the member of the CRC for their involvement in making 2017 another great year for the Community Relations Committee.
- The meeting ended at 7:05 P.M.