

LPCC Board of Governors Meeting Meeting minutes 2026-4-14

I. Call to Order

- **Attendees:** Ann Pitts, Michael Kunkler, Elizabeth Sheehy, David Newman, Elizabeth Wray, Shelya White, Bess Zelle, Paul Showalter, and Bill Anhut
- **Absences:** Steve Geiger
- **Guests:** Eleanor and John Gould for the presentation

Presentation: Eleanor Gould and two classmates would like to use the LPCC for an 8th grade TJMS community service bingo fundraiser for the Great Barrier Reef. Eleanor presented the idea to the BOG.

- Approved unanimously! May 17th
- Eleanor will send an article to go with the newsletter ad.

II. Review and Approval of March minutes

- Clarification on vote's wording that took place in March: *The BOG authorizes the playground committee to move forward with fundraising for Concept 3, assuming we will phase the construction, on the provision that the committee actively seeks the community's input (which may include a community wide-vote) and will hold a vote if it is determined to be a legal requirement.*

Approved unanimously

III. Announcements and Administrative Items - none

IV. Old Business

- Playground renovation design and fundraising. (Committee reps)
 - A new group of volunteers who will be working on fundraising had an initial meeting on the previous Thursday. Fundraising lead in that group is Charles James.
 - Discussion of a plan for coordination with LPCA and LPWC.
 - Paul Showalter will be the LPWC coordinator, and
 - Michael Kunkler will be the LPCA coordinator in charge of communicating input on the playground to and from the BOG.
 - Will have renderings and overhead maps at the egg hunt/plant sale this Saturday for community feedback.
 - Discussion took place on how to update the community about the potential project. Newsletter articles would include a short snippet in the May edition that David would write and a longer article in the June edition that would come from the Committee.
 - Ann discussed a program through the Northern Virginia Bird Alliance to design natural landscapes. She will connect the group POC with the Playground Committee to look at a plan for the park. Also, a college-aged community member is looking for an internship - might be interested in one with the Playground Committee for grant

writing and other duties as available. The Committee liked the idea, so Ann will help make up an internship plan for this person or someone else and contact them.

- Adjusting educational waiver policy in response to a request (David) - Approved
VOTING ITEM: Amend the educational waiver requirement to allow events to take place on Sunday afternoons under certain circumstances. As revised, the recommended policy would state, relative to time restrictions (underlined text is new):

The event may not be held Friday after 2:00 pm, any time Saturday, Sunday after 2:00 pm, or on a holiday weekend; except if the event may be booked for a Sunday after 2:00 pm, no more than six weeks before the event date.

Approved unanimously

- Update on Events Procedures document (Bill)
 - Has incorporated received comments and it is ready for the BOG to review and discuss.

V. Treasurer's Report (Michael)

- March reports were sent out on 08 Apr 2026.
- As of 31 Mar 2026, cash in the banks was \$259,574, of which \$91,472 was renter deposits. This leaves total LPCC equity at \$168,101.
- Revenue for March was \$12,013, expenses of \$10,316, for a profit of \$1,696.
- We are at 58% of income compared to March 2025. We are at 78% of income FY to date 2026 vs 2025. We are at 68% of estimated profit FY to date (three months to go).
- May meeting: proposed budget. June meeting: budget approval vote.
- A discussion regarding the trend of lower rental income will be discussed in detail at the next BOG meeting.

VI. Rental Agent Report

Rental income (Does not include any other form of income)

March 2026 rental income	\$ 7750
FY 2026 total rental income	\$ 68,985
Corresponding FY 2025 total	\$ 86,170

VII. Building Maintenance and Capital Improvements

- A new events sign is needed after the other one fell apart. Two proposals were presented. The BOG chose the proposal that Paul brought, for a sign to be custom built. The BOG unanimously approved the expenditure of up to \$3500 for a replacement sign.
- Paul will have the sign bid revised to include solar-powered lights, add a cork backing and increase the size of the display surface, as suggested by the BOG.

- Floor refinishing - Three bids were gathered to have the wood floors refinished. The BOG would like to see the refinishing done before a new video of the interior is shot on 5/23. David and Ann will proceed with the lowest bidder.
- Snow removal operations update (Ann) - The snow blower is being repaired. It will have an annual maintenance cost of \$100 - Grounds Committee agreed to keep a list of who can use the snowblower and shovel to clear sidewalks.

VIII. New Business

- Rental to Jennie Mak (d/b/a Mahjong United DC)
VOTING ITEM: Approve a 4-month rental to Jennie Mak (d/b/a Mahjong United (MU)) under the following terms.
 - Classes will be held 1st and 3rd Wednesdays (6:00–10:00pm) and 2nd and 4th Mondays (12:30–4:30pm) each month, starting June 3, 2026.
 - Additional Sunday evening blocks can be requested no earlier than 5 weeks ahead of time.
 - MU manages ticket sales through EventBrite, charging \$70-\$120 per person, per session. LPCC receives 27.5% of gross ticket sales.
 - Use of the refrigerator in the small kitchen is allowed; no other kitchen use is allowed.
 - Requirement to pay TNAG for cleaning is waived. MU is required to perform the tasks on the Renter's Responsibilities form PLUS disinfecting the bathroom toilets and sinks. Security deposit funds may be withheld for failure to comply.
 - For the duration of the arrangement, we hold a security deposit of \$400.
 - All other standard contract requirements apply.
 - **Vote - Yes (all)**
- Flexibility on timing of collection of security deposits
VOTING ITEM: Approve delaying the collection of security deposits until 14 days prior to an event, provided we have collected sufficient advance rent to cover any cancellation charge.
Vote - Yes

IX. Committee Reports

- Grounds Committee (Bill and Steve)
 - Ten Year Tree Plan. The full plan is attached. Great work by the Grounds Committee!
 - Grounds maintenance cost estimates totaling approximately \$8160 for FY27 were submitted to the Treasurer for inclusion in the budget.
- Playground Committee (Michael and Paul) - covered in Old Business
- Rental Procedures Committee (Ann)
 - Website redesign has begun. Shelya White and Elizabeth Sheehy agreed to review design milestones along with Ann.

X. Special Events

- Report on Chili Cook-off, Sun 3/15 (Elizabeth S.) Covered its costs.
- Report on Women's Month Concert, Tues 3/24 (Paul) Enthusiastically embraced by the community. Thanks to Susan Robinson, Shelya White and the musicians, the LPCC raised more than \$550.
- Report on Community Passover Seder, Wed 4/1 (David) Approximately 45 people of all faiths joined for this learning experience and wonderful dinner.
- 100th Annual Spring Fair, Saturday 5/16 (Paul) Will have ponies and a petting zoo, bounce houses, a bubble machine and face painting. Bicycle Realty Group (Natalie Roy) is a major sponsor for this event.
\$3500 was approved as the budget for expenditures. Depending on the weather, this event usually breaks even in the end.
- LP/AH community picnic, Sunday 6/28 (Elizabeth S.)
- Potential hosts for Yard Sale (David) - No responses so far to inquiries.

XII. Adjournment at 9:03 pm

Lyon Park Ten-Year Tree Plan

Lyon Park Community Center Grounds Committee Meeting

Present: Bill Anhut, Brooke Alexander, Ann Bodine, Steve Geiger

The LPCC BOG tasked the Grounds Committee with developing a 10-year tree plan for the Park. This report is of the initial meeting of the Grounds Committee to discuss how to move forward with the plan.

There are currently 68 trees in the Park of various ages of maturity, plus extensive gardens and a rain garden. A plan is being developed on how to manage the current trees as well as new trees to be planted within the park, both to replace any removed trees or to increase tree canopy coverage and Park aesthetics.

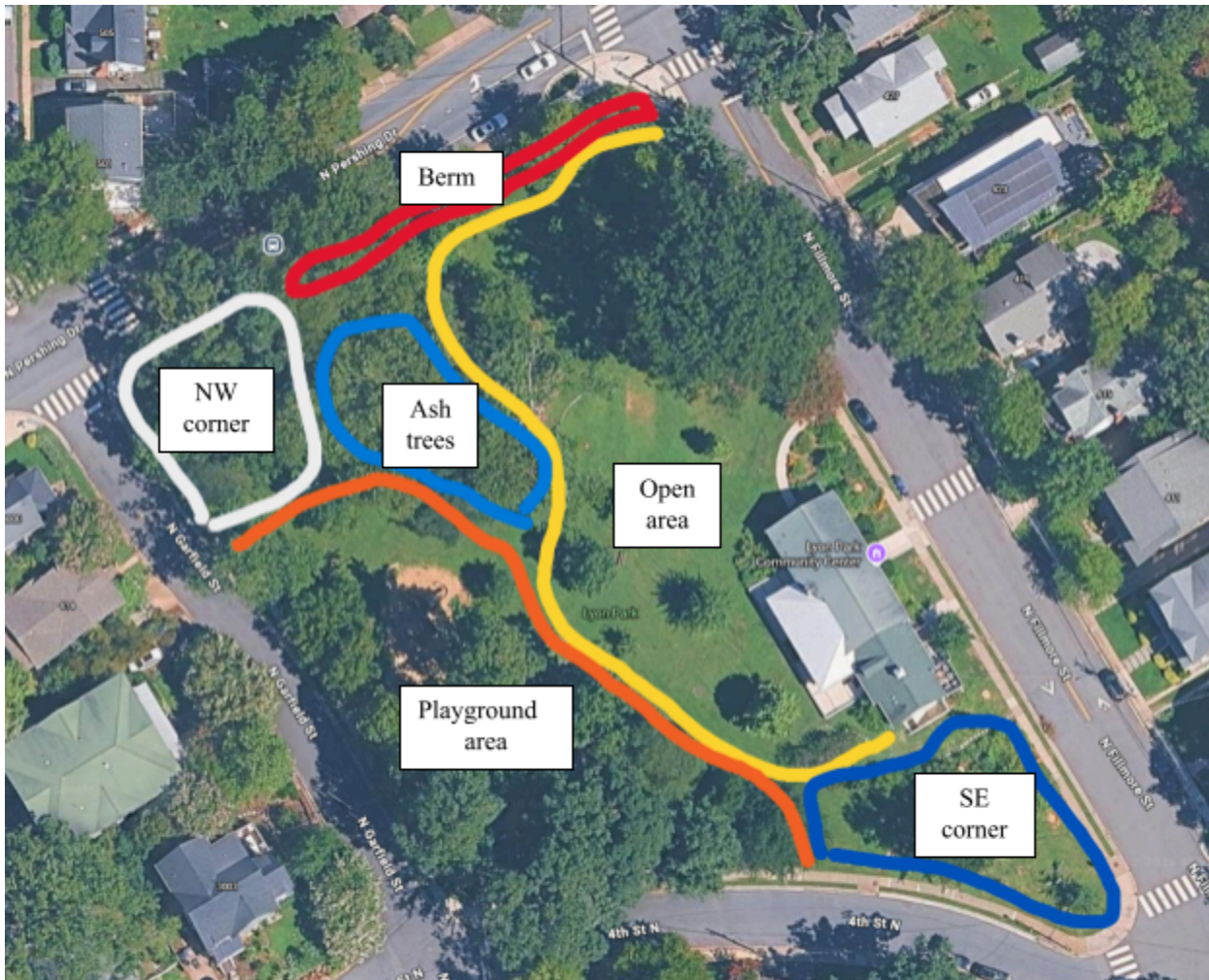
The Grounds committee met at the Park on Saturday, February 28th. The initial thoughts on the 10-year plan were as follows:

1. Distinguish areas of the Park where more trees could be planted from those areas which will not have new trees, and further subdivide those areas which could receive more trees into working parcels
2. Estimate which tree(s) will most likely fail within the next 10 years, and determine where and when to establish a replacement(s)
3. Consider soliciting pro bono input from a Landscape Architect living in Lyon Park to help the Committee with their efforts to increase canopy coverage in the Park in a way that is both aesthetically pleasing as well as functional for Park use
4. Requirement to only plant native trees in the Park
5. Look into pursuing an official Arboretum classification for the Park
6. Purchase identity tags for each tree in the Park, and update the Park tree map
7. While some of the areas which could receive more trees might also benefit from the addition of other plants and shrubs, it was decided that these would not be feasible considering the difficulty that Deborah has had in getting volunteers to help maintain the existing gardens within the Park. Any added trees, shrubs or plants would need to be no-maintenance (aside from watering new plantings for the first two years)

Areas of the Park

Based on conversations that Grounds Committee members have had with Paul, we have determined which areas of the Park could receive more trees, and those areas of the Park which should remain open (Figure 1). Each of these areas will be evaluated individually to ascertain the potential for 1) current tree failure in the next 10 years, 2) replacement trees for any removed trees, and 3) a landscape plan to modify the area with new tree plantings, if desired.

The Playground Area will have trees established as part of the playground renovation project, and is not included in this 10-year plan. The Open Area will be preserved for LP activities, and will not have any additional plantings. The Berm, Ash Tree, Northwest Corner and Southeast Corner Areas have potential for the addition of trees, plants and landscape management.



Estimated Tree Failure/Replacement

All of the trees within the Park appear to be healthy, with the exception of the large champion Ash tree located at the southern end of the Ash tree area. This tree has had numerous large branches either fall or been removed, and it is probable that the tree will need to come down within the next 5 to 10 years. It is advised that the BOG authorize the Grounds Committee to obtain 1 or 2 tree saplings from the Arlington County Tree Canopy Fund to place near the existing Ash tree so that the replacements will be well established when the Ash tree has to be removed.

Pro Bono Landscape Architect

The four areas delineated for consideration of the planting of more trees might benefit from the expertise of a certified Landscape Architect to help plan how best to manage these areas with consideration of tree canopy coverage and public use of the Park. The Grounds Committee would like to discuss this option with the BOG to potentially solicit pro bono advice from a Landscape Architect living within Lyon Park or Ashton Heights.

Native Tree Requirement

It is suggested that only native trees and other native plants be considered for addition to the Park. Native species require less maintenance and support a larger variety of wildlife than non-native and invasive species.

Arboretum Classification

It is possible for the Park to be classified as a Type I arboretum by Arbnet (arbnet.org), which is the organization that has granted Columbia Gardens Cemetery a Class II Arboretum status. To qualify as a Class I arboretum the area needs to have 25 distinct species of trees. Presently we are just short of this number of species in the Park, but could meet the requirement with select new tree planting.

Identity Tags and Tree Map

We have identified and mapped out all 68 trees in the Park. The Grounds Committee would like BOG approval to purchase identity tags for each of the Park's trees. These tags would list the common and scientific names of the tree and a QR code which would link to more information about the specific tree species. Note that trees would need to be tagged to qualify for an Arboretum classification.