

LPCC Board of Governors Meeting Minutes 2026-6-17

I. Called to Order at 6:30 pm

Attendees: David Newman, Ann Pitts, Elizabeth Wray, Elizabeth Sheehy, Paul Showalter, Bill Anhut, Michael Kunkler, Shelya White

Absences: Steve Geiger, Bess Zelle

Guest: Lauren Thomas

II. Review and Approval of minutes: Minutes approved

III. Announcements and Administrative Items

Ann introduced Lauren Thomas as LPCC's summer intern working on obtaining multiple grants.

IV. Old Business

- Estimate to repair chimney: \$17,089
\$6,553.25 for exterior work to the chimney, \$9,535.71 for interior work. Due to the cost and limited expected future use of the fireplace, the BOG is inclined to not pursue this work, unless it is determined that the chimney is unstable.

V. Treasurer's Report (Michael)

- May reports were sent out by Michael on 10 Jun 2026.
- Michael discussed the financial reports as of 31 May 2026. Cash in the banks was \$269,241, of which \$98,018 comprised liabilities. We have \$171,222 in equity. Revenue for May was \$17,057, with expenses of \$18,069, for a profit of \$-1,012. Note \$6734 was spent on floor refinishing in May. Profit in May 2025 was \$5,497. We are at 89% of forecasted income this FY. We are at 90% of forecasted profit this FY.
- There was a discussion comparing the same time period in FY26 to FY25. We earned \$33k less in net income in FY26. Reasons for the change in income were listed as
 - \$10k in Zitkala-Sa Park grant income in FY25 which has not yet been used. Elizabeth Sheehy shared that it will be spent in the near term.
 - \$20k less rental income in FY26.
 - \$9k less in security deposit forfeited in FY26. (Clubhouse cleaning is offset ~1:1, so no net gain or loss for that line item.)
 - \$6k was spent on floors in FY26.

VI. Rental Agent Report

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

May 2026 rental income	\$ 10,275
FY 2026 total rental income	\$ 86,910
Corresponding FY 2025 total	\$104,892

VII. Building Maintenance and Capital Improvements

- Paul provided an update on the new events sign which is substantially complete. Darcy Rosenbaum has a large printer and has offered to print notices to be displayed within the sign. Members agreed to reimburse Darcy for the cost of printing supplies.
- Wood floor refinishing is complete.
- An HVAC exterior unit valve replacement is necessary and will cost \$2,352.

VIII. New Business

- **Voting Item:** Allow TNAG to increase the cleaning fee for birthday parties under our “special rate” category from \$165 to \$200 (which will be paid by the renters).
Background: Special rate birthday parties are 4-hour time blocks that must end by 2 PM. All children must be 10 years old or younger. Maximum of 40 people. Residents pay \$200; non-residents pay \$500.
Background: As part of her contract renewal negotiations (June 30, 2026), Lori Cruz for TNAG Services has requested authority to increase the cleaning fee for birthday parties for children under 10 from \$165 to \$200. Lori explained these parties commonly leave a mess and she ends up paying her cleaning staff more than \$165.
Motion to increase the birthday party cleaning rate to \$200, to be paid by renters, passed.
- Lauren described her efforts to apply for one or more Arlington County Mini-Grants - due 7/17. Lauren will be available to prepare grants only during the first two weeks of July, before she leaves for another job opportunity.
Max grant of \$1000.
It was suggested that Lauren could prepare a grant request to fund labels for the park trees. Bill and Steve will provide expense data to Lauren so she can consider preparing a grant request for the labels. There was also a discussion about Steve leading a group of Tree Stewards to demonstrate how he created a map of Lyon Park’s trees as a possible educational portion of the grant request.
A second grant to fund inaugural Diwali and Chinese New Year celebrations as the LPCC was favorably discussed. Paul Showalter will work with Lauren on that grant proposal.
- **Voting Item:** Budget proposal for FY27 (Ann)
Ann noted that the retained earnings at last budget approval was \$167,81 and current retained earnings are \$171,222.
Ann reviewed the table entitled Comparison of Proposed FY27 Budget to Expected FY26 Actual Figures. She noted that the “expected” values were based on actual values for 50 of the 52 weeks in FY26. Income for FY27 was expected to remain steady; expenses excluding maintenance/capital expenditures and the community events fund were expected to increase by 3.3%. The BOG supported an increase in the community

Comparison of Proposed FY27 Budget to Expected FY26 Actual Figures

	Proposed FY27 budget	Expected FY26 actual
Income	\$152,200.00	\$152,347.59
Expenses excluding below two items	\$111,150.00	\$107,612.33
Maintenance/capital expenditures*	\$13,674.00	\$27,231.98
Community events	\$5,000.00	\$2,377.55
Expected profit	\$22,376.00	\$15,125.73

*See attachment

events budget to \$5000 at the May 2026 meeting. The remaining item for discussion was the proposed maintenance/capital expenditures.

The attached “Details of Maintenance/Capital Expenditures in Proposed Budget” was discussed. All possible expenditures, that had been discussed in detail during May’s meeting, were put on either the proposed capital expenditures list or the capital expenditures for future consideration list before the meeting. It was decided that a mini-split HVAC in the bride's room was too expensive. Instead, \$950 was added to the Bride’s room renovation line item to allow a window air conditioning unit and an attic fan to be installed.

The budget was unanimously approved as shown below.

	Approved FY27 budget
Income	\$152,200.00
Expenses excluding below two items	\$111,150.00
Maintenance/capital expenditures	\$14,624.00
Community events	\$5,000.00
Expected profit	\$21,426.00

IX. Committee Reports

- Grounds Committee presented by Bill
 - Large limb from northern-most ash tree fell and was handled.
 - Rain garden rose bush will be removed next week and Deborah will replant native shrubs.
 - New scarlett oak obtained through the Tree Canopy Fund was planted in May near the building's SW corner
- Rental Procedures Committee presented by Ann indicated the new website page topics are under review. Website target date is Sept 1.
- Playground Committee update was presented by David, Ann, Michael and Paul.
 - Presentations were made at the May and June LPCA meetings and May LPWC meeting.
 - The BOG discussed the attached notice, published on the Lyon Park listserv on June 15, focusing on the proposed plans for three meetings at which voting related to the playground would take place. All agreed that the specific dates of the meetings in September should be reconsidered (i.e., possibly moved to different dates in September, in part because September 12 is a Jewish holy day) and BOG members also agreed that proposed ballot language should be coordinated among leadership of the LPCA, LPWC, and LPCC, recognizing that any proposed ballot language would be subject to reconsideration at the September meetings. David will convene a small group of interested participants and initiate conversation by email to resolve the matter.

X. Special Events

- Report on 100th Annual Spring Fair by Paul. Event was very successful with excellent turnout. Revenues will be approximately \$6,150 and expenses \$3,800 for a \$2,350 net profit.
- LP/AH community picnic to be held Sunday 6/28 led by Elizabeth Sheehy.
- Potential hosts for Yard Sale not yet determined.
- Spaghetti dinner, Sunday 9/27. Lindy Love has agreed to host.

XI. Adjournment - The meeting was adjourned at 9:26 pm

Details of Maintenance/Capital Expenditures in Proposed Budget

Non-discretionary maintenance		
	Annual oven hood cleaning	\$350.00
	Cleaning of grease catcher in the basement	\$250.00
	New outdoor mats	\$700.00
	New semi-flush mount fixtures (7)	\$3,600.00
	HVAC valve replacement	\$2,352.00
	HVAC, fire safety, backflow valve inspections and annual maintenance	\$1,913.00
Subtotal: Non-discretionary maintenance		\$9,165.00
Proposed capital expenditures		
	Bride's room: ceiling fan, electric heater (2), window A/C unit	\$950.00
	Bride's room renovation (paint, mirror, bench, chair, curtains)	\$1,635.00
	Replacement tables (20)	\$1,484.00
	New chair carts	\$440.00
Subtotal: Proposed capital expenditures		\$4,509.00
Total		\$13,674.00

Increased to

Capital Expenditures for Future Consideration		
	Mini-split HVAC to the bride's room	\$8,600.00
	Emergency generator	\$22,500.00
	Storage shed	\$12,000.00
	Paint entire exterior of the building	\$20,000.00
Total		\$63,100.00

June 15th, 2026

To Members of the Lyon Park Citizens Association and the Lyon Park Woman's Club:

The Lyon Park Citizens Association (LPCA) and the Lyon Park Woman's Club are jointly announcing a series of public meetings in September under the Lyon Park Community Center (LPCC) by laws, Article II, Section 2.3. The purpose of the public meetings will be **to discuss and vote on whether to move forward on the Lyon Park Board of Governor's (BOG) playground committee's renovation plans.**

A 101 Primer on the community's governance structure: The LPCC is Lyon Park's umbrella community organization. It is comprised of the members of the two constituent organizations, the Lyon Park Citizens Association (our civic organization) and the Lyon Park Woman's Club. The Lyon Park Board of Governors (BOG) is the critically important property steward for the community center and park and is represented by five members each from the LPCA and the Woman's Club. BOG duties are clearly defined in the by-laws as well and include maintenance and upkeep of the building and grounds. Ultimately, the LPCC (and its members) is the owner and decision-maker for Lyon Park.

Our community has always valued transparency and consensus, which were critical throughout the renovation process for the Lyon Park Community Center (2009-2015). In that light, the two constituent groups that comprise the LPCC are inviting all members in good standing to attend one of three meetings to hear the most up-to-date information, have their questions answered, and vote on whether to move forward with the current playground proposal. These meeting dates are intended to accommodate a variety of availability and scheduling needs:

- Daytime Woman's Club meeting, September 17th, NOON – 2 PM.
- Evening LPCA Meeting, Wednesday, September 9th, 5 PM – 9 PM (*expanded hours*)
- Weekend LPCC meeting, Saturday, September 12th, 2 PM – 6 PM

Because Lyon Park activities (including the newsletter) traditionally enjoy a summer hiatus, these public LPCC meetings would be held in September, to ensure maximum participation by community members of all ages. The newsletter is the only communication tool that is delivered to every household in Lyon Park. The list serve is used by a select number of neighbors, and we no longer have a bulletin board to publicize a special meeting (as per the by-laws). September meetings ensure everyone in Lyon Park is provided a range of options to vote on this major decision.

In addition, both LPCA and the Woman's Club are committed to ensuring that there will be 2 full pages in the September newsletter on this issue, including a Q&A. All paid members in good standing can cast a vote.

The voting options will include:

- Fully supporting the Committee plans;
- Supporting modified plans or further studies; or
- Opposing any updates to the playground space and/or equipment.

As noted above, the renovation process for the community center took six years to complete, and we believe most people agree that the final product was well worth the wait.

While we truly appreciate the hard work and long hours playground committee members have expended on this effort thus far, we see no reason to rush a decision. If the community is not in consensus, then conflict will ensue. We believe a robust community engagement plan and a subsequent community vote will produce a better and more cohesive result for Lyon Park.

Natalie U. Roy
Lyon Park Citizens Association
President

Elizabeth Wray
Lyon Park Woman's Club