

## LCEA Meeting Minutes - June 16, 2020

Board members participating were Kelly Foltman, ~~Louise Cotulla~~, Emily Houston, Stephanie Jennings, ~~Christie Kimberlin~~, Michelle (Sheli) King, ~~Marion Lee~~, Reid O'Connor, and ~~Janet Vandervaart~~.

The meeting began at approximately 5:07pm.

**Approval of May minutes:** May minutes were approved.

**Membership report:** Sheli reported no updates.

**Treasurer report:** Stephanie reported the current balance was \$23293.69. The only expense last month was Constant Contact at \$19. Kelly reconfirmed that LCEA could hold onto the VHIB grant for TLAER until next year. Stephanie has been contacting sponsors to let them know about the postponement, and said the remaining TLAER sponsors to be contacted regarding their sponsorship payment were Visit Loudoun, Morven, EMT group, and Tri-State. Stephanie asked about the Economic Development sponsorship and Kelly said she would speak with them on Friday 6/19.

**LPAT/PROS update:** Kelly reported they are not having in-person meetings. 6/15 was the last day the committee was accepting business proposals for the scope of work. The County task force will do the first round of overview to narrow down candidates, and then the group of five will review the proposals to find the best fit to be awarded the contract. Kelly said she hope the project would be up and running by late August.

**Oatlands update:** Kelly reported that she, Janet, and Glenn Gillis of the Potomac Heritage Club were having a trail work session on 6/25. Kelly said she last walked the trails 10 days ago. She said they still need to clear some stream crossings and add additional signage before opening. Kelly said they would likely have a soft-opening, and then introduce cyclists and equestrians later, hopefully all by mid to late July. The trail tag can be paid for either by annual membership or day pass. These can be purchased online and on mobile devices. Kelly reported that the equestrian parking location is ideal as it is on the Pony Club Field at Gap Road and completely away from pedestrian/visitor parking.

**Aberdeen update:** Kelly reported that Mayor Fraser had reached out to her requesting to restart the meetings. Kelly said she had sent him spreadsheet before COVID-19 and will follow-up. Emily reported that there is a new Town Council which could be helpful in moving forward with the initiative.

**TLAER update:** Kelly reported that only two people had given money to sign up. Stephanie asked what to do about the percentage of payments taken by Paypal when factoring in refunds. Board agreed LCEA should cover the \$20 loss. Board agreed that going forward we should add a small percentage fee to cover Paypal's take. Kelly said the dates for 2021 are confirmed. Stephanie said the Fairgrounds have not returned the check. She will email them and request they return it. Sheli said Animal Control has now requested eight spots for next year. Sheli also sent an email to the Assistant Chief of Loudoun Fire and Rescue letting him know the program was postponed, and that she would contact them again next year. Kelly reported that Rebecca was also confirmed for next year. Final loose end is that Janet needs to contact the Best Western about the hotel block.

**COVID related updates:** Board addressed the issue of requiring business licenses for COVID-19 relief grants brought up in an email sent to Kelly. Board agreed people probably don't realize they need a

business license, and that it should not be a requirement for the grant application. Kelly has responded to County office to let them know.

**BMI Prime Soils:** BOS meeting was 6/16. LCEA Board had approved the letter sent earlier by Emily. Emily reported a positive response and optimism for the Board Member Initiative.

**Election of board:** Board decided on a Nominating Committee of Reid, Sheli, and Marion. Kelly addressed the question of an Annual Meeting during COVID-19, and Board agreed it was not feasible. Emily's and Christie's terms are set to expire. Christie has not been in contact and will be removed. Reid will let her know. Emily would like to continue to serve and will submit another personal statement. Emily asked how LCEA could recruit new Board members. Kelly suggested the Board post the opening on Facebook and website. Board agreed to advertise via Facebook and to ask candidates to send a resume and cover letter to Reid at the info@ email. Board decided to give candidates one month to respond after posting the opening. A month later, elections will take place.

**Other:** Participants had difficulty with the conference call line connection. Stephanie will set up the call for the next meeting through a different system.

**Next Meetings:** July 21, Location and date TBD