

**WILLOWSFORD CONSERVANCY**  
**Meeting of the Board of Trustees**  
September 18, 2018, 4:30 pm  
Sycamore House

**AGENDA**

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes (attachment)
- IV. New Business
  - 2019 Budget & Org. Development
    - o HR, Payroll & Benefits 2019 Implementation – Paychex [attachment]
    - o Business Operations Manager Position [attachment]
    - o Landscape Maintenance Worker [attachment]
    - o Pro-rating of Quarterly Assessments
    - o Proposed Budget Timeline:
      - 1. Board Budget Work Session - week of Nov. 5
      - 2. Board Budget Review & Approval – by Nov. 12
      - 3. Nov. 12: Budget & Assessment to HOA Board for Nov. Meeting
- V. Old Business
  - Conservancy County Tax Assessment/Exemption
  - Review of Community Covenant Section 2.3. (e) (iii) Notice of Budget and Annual Assessment; Right to Disapprove (pp. 11-12) [attachment]
- VI. Reports
  - Farm Update
  - Spring Peeper Pond Viewing Structure
  - Hidden Meadow Event Field
  - Deer Management Program
- VII. Other
- VIII. Adjourn

**2018 PROGRAMS & EVENTS – FYI**

- o Feb. 13-April 4: Landscape for Life, 6-sessions; The Grange (13 students)
- o March 17: Willowsford Wildlife - Beavers at Work nature walk w. Ranger Andrew, The Greens, 4:00-5:30 PM (sold out)
- o March 18: Amphibian Walk with Loudoun Wildlife Conservancy, Mike Hayslett, The Greens (14 registrants)

- April 12: Tick Ecology Lecture, Ron Circe, The Grange (25 registrants)
- April 14: Stories, Tales & Puppets, The Grange; storytelling event (32 registrants)
- April 14: Willowsford Dark Sky Event with the HOA; The Greens (81 registrants)
- April 21: Monarch Butterflies and Milkweed Terrariums workshop and nature walk led by Mark Ahlijanian, The Grange, 9:00-11:30 AM (sold out)
- April 21: Spring Peeper Pond Tour for Willowsford Social Club, The Greens
- April 22: Earth Day Broad Run watershed cleanup at The Grove, and Archery Range forest cleanup at The Greens (33 participants)
- April 26: Voices in the Night Amphibian Walk w. Kevin Rose, VDGIF, The Grange (sold out - 24)
- May 1 – November 20: Willowsford Farm Stand, The Grange
- May – October: Grant Family Campsite - Camping Season
- May 13: Eastern Bluebirds at Willowsford nature walk led by Patrick Boleman, The Grange (15 registrants)
- June 2: Monarch Butterflies and Milkweed Terrariums workshop and nature walk led by Mark A., The Grange (20 registrants)
- June 18, 20 & 22: Discover Summer Camp, The Grange (20 registrants)
- July 23-27: Lost & Found Summer Camp, The Grange (20 registrants)
- Sept. 22: Adventure Enablers Trail Mix Races, The Greens
- Sept. 29-30: Community Bonfire & Camp-over – Hidden Meadow Event Field Opening, The Greens (201 registrants)
- October 10: Forest Wildlife Walk, Kevin Rose, DVGIF, The Grange
- October 11: Panelist - NoVa HOA Forum: Sustainable Landscaping
- October 20: Autumn Fest – Pollinator Displays & Activities, The Greens