



[**Due To The Current COVID-19 Virus This Was A Virtual Meeting**]

Minutes

March 22, 2020

**Arlington County Civic Federation (“ACCF”)
Board of Directors Meeting**

Call to Order at 6:08 p.m.

Board members attending the meeting: Allan Gajadhar, Burt Bostwick, Allen Norton, Dennis Gerrity, Tina Worden, Eric Cassel and Mike McMenamin. Others attending included Duke Banks (Parks and Recreation Committee Chair): Ron Haddox (Legislation Committee Chair) and Audrey Clement (Westover Village).

Minutes: The February Board Meeting minutes were accepted as written.

Meeting Format and Rules: The meeting was held Virtually using Zoom. Allan was controller.

COVID-19 Report:

March 17th Meeting: This meeting was **CANCELED** for safety reasons due to the COVID-19 Virus.

Banquet: This was **CANCELED** for safety reasons due to the COVID-19 Virus.

Treasurer’s Report: We have \$21,319 (several accounts). One organization (ATAG) has asked for a Banquet refund so far. The others will be contacted, as much as is possible, by email and Constant Contact.

Membership–Dennis:

The status of the Arlington Neighborhood Village’s application to join hasn’t changed in the last month.

Note: Audrey Clement (Westover Village) asked if we had been notified that she had been elected a Delegate of the WVCA. We have not been notified.

Dues/Contact Sheet/Organization Certification Status For Member Organizations: (as of 3/12/2020)

Have Paid dues: 79

Submitted Contact Sheet: 42

Submitted Certification: 31

Note: Dennis said that some organizations tend to wait until June to pay their dues. Doesn’t know why.

Civic Federation Communications-Allan:

Should we put links to useful COVID-19 sites on the CivFed Web site?

Dennis: Yes. At least a link to the CDC and other people with expertise, but not more than 5 or 6 links total.

Alan: Yes. Link to CDC, County Web sites, Virginia State Health site.

Note: Allan suggested we put out a COVID-19 informational message with links on Constant Contact. Tina will draft one.

Status of R&E Resolutions:

Burt: There are two:

1st. Had to do with the size of County Reserves. It has been Tabled by the committee.

2nd. Has to do with the accomplishments of County Auditor and that office's need for more resources. This Resolution still needs to be voted on.

Online Voting

The present virus has shown the need for voting by electronic means (email, online). Section 2.12 of the Bylaws allows it.

A **motion** was made and seconded to use electronic voting for resolutions if it would not be feasible to hold a normal meeting. The motion passed unanimously.

Note: Constant Contact has some voting capability. It will be checked to see if it can do what we need. Tina pointed out that Survey Monkey can definitely do the job, but it would cost \$100 per month.

Online Meeting:

Section 2.07 of the Bylaws allows regular meetings to be held Virtually at the discretion of the Board.

Note: Burt said we may be going too fast and should put more thought into what a Virtual meeting entailed. Eric said we don't know how long the current situation will last so need to plan for a Virtual meeting.

A **motion** was made (by Alan) and seconded to have a Virtual meeting. The motion passed unanimously.

Note: Burt and Mike want another BOD meeting to check the progress of the Virtual meeting Development Team.

Online Meeting Options-Tina:

Of the numerous Virtual meeting packages, have studied Zoom and Intermedia.net. Intermedia.net is used by the County. Both packages all have several levels of service and charge after the first level. Intermedia.net seems to have a special deal right now. They both have recording capabilities and may work with Constant Contact voting.

Note: Alan and Ron think very highly of Zoom.

Upcoming Programs:

April 21st: This meeting may or may not happen. There is insufficient information on the future spread of the virus to make a decision at this time. The possibility of holding this meeting Virtually is being looked into.

If there is a normal meeting the following is scheduled:

Mental Health Panel (Adult)- Jackie Snelling

A Mental Health Resolution will be introduced.

May 19th: This meeting may or may not happen. There is insufficient information on the future spread of the virus to make a decision at this time. The possibility of holding this meeting Virtually is being looked into.

If there is a normal meeting the following is scheduled:

Commonwealth Attorney Parisa Dehghani-Tafti will come (her office confirmed it). She will describe her goals and take questions.

June 16th: This meeting was not discussed.

Nominating Committee-Duke:

The Bylaws require that a five member Nominating Committee be selected at least 60 days before the Annual Meeting which includes the election of Officers and Directors. Over the next few weeks we should poll delegates encouraging them to be part of the Nominating Committee. Constant Contact can be used to ask for volunteers for the Nominating Committee.

Parks and Recreation Committee White Paper-Duke:

The White Paper has not been completed. Committee needs more time to review the County's past CIPs.

Standing Resolutions Committee Rules:

There is a need to write a Board Resolution creating an Electronic Voting procedure. Allen and Burt (and other interested parties) will undertake to write one.

Old Business: None

New Business:

There will be a Virtual BOD meeting on April 5th at 6:00 pm. Allan will set it up.

Certificates of Appreciation and Awards are commonly given out at the Banquet, but as that has been canceled it was discussed whether we should give them out at the June meeting.

A **motion** was made and seconded to give out the Certificates of Appreciation at the June meeting. The motion passed unanimously.

The Awards may be given out at the June meeting, but no decision was made. There was discussion about having the 2019 Banquet in the Fall, but it didn't lead anywhere.

Tina suggested that we put an article in the Sun Gazette about the Civic Federation and mention the Certificates of Appreciation in it. Also, Nicole Merlene has offered to mention the Civic Federation in her column in ARLnow.

The April Board meeting will be a **Virtual** one and will be held on April 26th at 6:00 pm.

The meeting was adjourned at 7:39
Respectfully submitted by Allen Norton