



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

Minutes

May 24, 2020

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

Call to Order at 6:01 p.m.

Board members attending the meeting: Allan Gajadhar, Burt Bostwick, Allen Norton, Dennis Gerrity, Stacy Meyer, Tina Worden, Eric Cassel and Mike McMenamin. Others attending included Duke Banks (Parks and Recreation Committee Chair); Hershel Kanter (Williamsburg) and Edwin Demoney (Rivercrest).

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

Minutes: The April 26th Board Meeting minutes and Corrected April 5th Board Meeting minutes were accepted as written.

Officer’s Reports:

President’s Report: Nothing to report that isn’t already on the agenda.

Secretary’s/Membership Report: There is no new information since the last meeting. As of 3-12-20, 79 Organizations had paid Dues, 42 had sent updated Contact Sheets and 31 had sent Certifications of Membership. One more organization, The Friends of Arlington Parks, just told us their dues payment is in the mail.

Treasurer’s Report: No change from the April Board meeting.

We currently have \$21,900 in checking and savings. Our annual expenses are: \$2868.86 (or \$3,000) made up of Liability Insurance: \$845.00, Constant Contact: \$654.50, Word Press: \$263.86, PO Box Rental: \$106.00 and Misc: \$1000 (\$100/mo X 10 months). Our annual revenue from dues is approximately \$4,000 (80 members @ \$50 each), so we generate an annual surplus of \$1,000.

If we don’t charge dues for FY 2021, we would have a remaining balance of approximately \$19,000. While We should maintain a reserve for contingencies (amount TBD), we clearly have enough money to forego dues for next year. However, we do need to clean up our membership roles.

Proposal: Any member organization that has not paid their dues for 2020 be dropped. All members that are current on their 2020 dues will be given a credit for their 2021 dues. Any new member will also be given credit for 2021 provided that they submit the documentation required by our bylaws. Any member that has been dropped as of June 30, 2020 will need to pay for 2021 and submit required documentation for reinstatement.

Old Business:

Nominating Committee:

Duke : Have a full committee - Mike McMenamin, Dennis Gerrity, Rick Epstein and Mirriam Gennari. Four people have expressed interest on being on the Board. The Nominating Committee still needs to Convene.

Code of Conduct:

Stacy wrote a draft of a Code of Etiquette (prefers that to Conduct), but is not certain what the tone should be (conduct rules vs. gentle reminders).

Eric suggested that the Code of Conduct be rules based.

Allan suggested that there be a Code of Conduct for the overall Civic Federation.

It was suggested that firm rules of civility were appropriate for some situations while reminders of courtesy were good enough for others. It was also suggested that there be two documents. One be a Code of Conduct with consequences and the other being more oriented towards courtesy and etiquette without distinct consequences. Drafts will be circulated for review with further discussion at the next Board meeting.

June 16th Meeting Agenda:

Candidates Forum for the July 7th Special election (45-60 min)

Superintendent of APS (will not be able to join until 8:00) (30 min)

Nominating Committee presents slate of Candidates (5 min)

Election of Board & Officers (15 min)

Awards Committee – Five Awards (30 min)

Note: Do not have confirmations from all the candidates yet.

New Business:**Communications Committee:**

Tina: Am studying our Facebook page and Web site. Chanda worked on this (plus IT, software & communications) before he left. Did he leave anyone his analysis of the situation? Would prefer to continue his work rather than to start all over again. He has been hard to contact, but he lost the election so that may change. Will try to bring the Communications Committee together this Summer. A preliminary analysis of the state and goals of the Web site and Facebook page should be done in time for the July Board meeting.

Zoom:**Comments: A Civilized Discussion?**

The Chat at our last general meeting got a little heated. It is a useful way to exchange views in a way we cannot do in a regular meeting, but may need a Civility Monitor. Eric suggested an opening paragraph about civility and someone in charge of the Chat. We have only limited ability to prevent someone from using Chat other than to force them to go through the Host.

Allen pointed out that controlling Chat comes close to censorship.

Eric **moved** that, “ we allow Chat in general open meetings, however we have at least one person, preferably two, that monitor the Chat and either talk to individuals or shut the whole thing down if things get unreasonable “. It was seconded and passed unanimously.

Burt is opposed to using the Chat function for general meetings. He had to leave early, but would probably have opposed this motion.

Registration and webinar process:

We have open meetings. Anyone can join. But, the identification of Delegates, Alternates and Observers for registration can be time consuming (at this point the discussion jumped to **Debate and Voting**).

Note: Allen asked if our Zoom license will allow us to have multiple hosts (for Committee Chairs). This would make it easier for Committees to meet. Allan: Yes, but it may be expensive and small licenses are only 14.99 per month. Dennis: Zoom says that they only give you 40 minutes free, but he had never heard of a meeting being shut down when they exceeded that.

Debate and Voting:

We have had problems on Zoom doing real-time votes restricted to Delegates. Zoom has a capability to vote anonymously, but for technical reasons, it doesn't always work. Voting on the Participants window always works, but is not anonymous. It does have the benefit of allowing the Voting Administrator to easily check the names against the list of Delegates.

Dennis **moved** that, " we keep the actual vote at membership meetings anonymous ". It was seconded and voted on. 4 Approved. 3 were Against. The motion passed.

Stacy believes that as the Board does not have a unified view on this anonymous voting issue it should be taken to the Membership for discussion and a vote. She **moved** that we, " bring the question of voting anonymously or openly, depending on the ability of the technology, to the membership for a vote ". It was seconded and voted on. According to Zoom records 5 or 6 (of 7) people voted to Approve it. The motion passed

Note: Burt said that making amendments to resolutions at membership meetings might be very difficult to manage on Zoom and suggested that members send their suggested amendments to sponsoring committee after publication in the Newsletter.

Summer Plans:

Legal Opinion re: Online Liability: This was only talked about briefly

Board member orientation options:

Tina believes we really should have an orientation plan for new Board Members. It would include a talk on the limits of our liability protection, who speaks for the Federation, who doesn't, a review of the Bylaws and Institutional Memory, etc. Tina will question the experienced leaders, current and previous, and put together a general outline.

Reopening Plans:

We would like to have our September meeting (Politician's Night) be in person as it is one of the most important of the year, but that will depend on what the Authorities say and especially on what VHC will allow.

We may need to continue having our meetings on Zoom for awhile.

It was suggested that, even when we can start having in-person meetings again, that there should still be some meetings on Zoom – they are easier to get to. In-person meetings, though, are better at social gathering.

Plans For Next Year:

Eric: Burt's proposal concerning dues (see above) has merit, but the organizations should have to at least make a minimal payment (5 or 10 dollars). If you don't have to pay anything it devalues membership in the Federation.

Stacy pointed out that a lower cost could go along with an outreach program to get more members. It was suggested that the Communications Chair look into this. A motion will not be made until the June Board meeting as we don't have all the Directors here now.

Mike: Under the old committee structure the President did not endorse candidates or give to political campaigns, but under the new committee structure does that still apply to the President or the rest of the Board?
There are no restrictions on political activities specifically mentioned in the Bylaws, but it has been the custom for many years that the President and Vice-President not engage in them. The question is whether these customs still apply to the Directors and Committee Chairs. No decision was made.
Stacy and Allan suggested that we deal with this issue at greater length this Summer. It was accepted, though, that notwithstanding the lack of rules on political involvement, none of us would get involved with the Special Election.

The June Board meeting will be a **Virtual** one and well be held on June 21st at 6:00 pm.

The meeting was adjourned at 7:29
Respectfully submitted by Allen Norton