



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

Minutes

July 19, 2020

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

Call to Order at 6:05 p.m.

Board members attending the meeting: Allan Gajadhar, Burt Bostwick, Allen Norton, Stacy Meyer, Tina Worden, Eric Cassel, Mike McMenamin, John Vihstadt and Mike Cantwell. Others attending included Dennis Gerrity (Membership Chair); Michael Beer (Schools Chair); Duke Banks (Parks and Recreation Chair); John Ford (Public Services Chair); Jackie Snelling (Lyon Village); Dave Schutz (Ashton Heights); Lois Koontz (Alcova Heights) and Scott McCaffrey (Sun Gazette).

Meeting Format: The meeting was held Virtually using Zoom. Allan was Host and Eric was Co-Host.

Election of Chair of Board of Directors: Stacy and Eric ran for Chair. Stacy got 2 Votes, Eric got 6 Votes
Eric Cassel is the **Chair** of the Board of Directors for 2020-2021. (Did not select a Vice-Chair)

Minutes: The June 28th Board Meeting minutes were accepted as written.

Officer’s Reports:

President’s Report:

Nothing specific other than what is on the Agenda.

Vice-President’s Report: Tina had a number of things to report:

- 1 Sent a draft survey out to the Board last night. After testing and feedback want to send it to the membership. The goal is to find out date preferences for membership meetings.
- 2 There should be a Newsletter this summer as we have a lot of things to tell the Delegates.
- 3 VHC does not know when they will reopen. Auditorium capacity is 200. With 6’ Social Distancing it is **45**.
- 4 To continue Sandy’s outreach program Tina suggested that each Director be the liaison with **9** organizations.
- 5 Continued testing voting methodologies on Zoom.
- 6 A narrow reading of the VANS Corp. Act implies that our voting method may be non-compliant. We will need help determining if that is the case. Duke will provide Tina with contact info for Tim Hughes (the lawyer who helped us to incorporate).

Allan: We should put together a list of specific questions before contacting him.

Secretary's Report:

Reminded the President and the Treasurer of the administrative issues that need to be done in the summer.

Dues/Contact Sheet/Organization Certification Status For Member Organizations:

Have Paid dues: 0 Emails sent to 3 organizations, 2 haven’t responded
Submitted Contact Sheet: 2
Submitted Certification: 1

Treasurer's Report: Little change from the June Board meeting. We currently have \$21,800 in checking and savings. Paid a 163.71 Zoom fee.

Annual Requirements: Filed a Form 990N with the IRS. They accepted it. Waiting for our annual letter from the State Corporation Commission requesting that we recertify (which includes a \$25 fee).

Old Business:

Next General Meeting Agenda: The September meeting has been Candidates night for many years. They will have most of the meeting. The meeting is generally held on the 1st Tuesday after Labor Day. That will be **September 8th**. All the directors agreed to that date for our Sept meeting.

Eric: We have to get moving and get the invitations out.

Which Tuesday should our meetings be held?: Hold off for a year before making a decision.

Leave the meeting date as the 3rd Tuesday. Lois Koontz pointed out that the Board that originally changed the date intended that the new date be used for at least a year. Tina's survey should still be done as it will provide useful information

Zoom: We will probably have all our meetings on Zoom for awhile.

Criteria for in-person meetings?:

Allan: Right now our venues are not letting us have anything. Farther out is also uncertain. At minimum we have to follow State Guidelines. There are also special concerns for our members (he means old).

Stacy: We said at the last meeting that we were going to wait and see. Conditions haven't improved so Zoom looks inevitable for September. Now we can see how August and Sept fare and decide then if things have improved enough to have In-Person meetings.

Code of Conduct: Stacy and Lois want to change it to " Meeting Etiquette " with a set of Guidelines and Expectations and move away from a formal Code – there was general agreement with that change.

Mike C.: Post a Final-Final version. It can be voted on as a motion, but needs to be communicated to the members.

Eric: Bring a final version to the August BOD meeting – everyone can make comments

Tina: Should put a condensed version in each Newsletter and read it at the beginning of each meeting.

Political Resolution:

Eric made a **motion** to approve the resolution. Mike C. seconded it.

Vote to Approve: For 9 Against 0 Abstain 0 The Resolution **Passed**

Public Safety Committee: Mike Cantwell presented a Resolution to Create a Public Safety Committee.

(It would be separate from the Public Services Committee)

(**Resolution Shown Below**)

John: Should add the Public Defender's office to the Purpose section.

Allen: The PSC should take on more social functions (Welfare and Rehabilitation, etc) from Public Services.

Mike M.: We need to put some more thought into this – there's a lot of nuances. It could be just as effective as a subcommittee under the Public Services Committee then as a stand-alone committee.

John Ford: We should pause and take a breath . . . before going ahead.

Jackie Snelling: A little more scoping and consultation with other Chairs should be done before moving forward.

Over the next month Mike Cantwell will meet with John Ford and the chairs of several other committees in an effort to craft a "scope" for the new committee.

The PSC will be further discussed at the next Board meeting.

Arlington Governance Task Force: Michael Beer (Maywood) and Dave Schutz (Ashton Heights) presented a Resolution to Create an Arlington County Governance Task Force. The form of the Arlington County government is almost ninety years old and the County was 1/10 the size it is now. (**Resolution Shown Below**)

Eric: The scope of your review is quite large. You should cut the number of items down. (Allan agreed)

Burt: What problem are you trying to solve? There is no mention of a specific issue. Without a much more specific focus this runs the risk of being a major waste of time. I can't support it.

Mike M.: Just move it along and see what happens at the meeting.

Mike Cantwell made a **motion** to approve the resolution.

Stacy seconded it.

Mike Cantwell made a Friendly Amendment to strike Bullet 2 (Arlington County with its County Manager form of government is generally a well run polity) from the Whereas section.

Tina suggested that Item 7 of the Therefore section (7: Alternatives to the County Manager/Board form of Government.) be included in the Friendly Amendment.

Allan **moved** that both of these amendments be approved.

Mike Cantwell seconded it.

Eric called for a **vote** on the **Amendments**.

Vote to Approve: For 8 Against 0 Abstain 1 The **Amendments Pass**

Eric then called for a vote on the amended **Motion**

Vote to Approve: For 8 Against 1 Abstain 1 The **Motion Passes**.

New Business:

New Organization Request:

Table This For Now (The person requesting it is not here.)

Training and Best Practices: - John Vihstadt

We need to provide value to our membership, not only CAs, but interest groups. One way to provide that value is to have a small group of volunteers who could assist our members with things like how to put together a good newsletter, how to build membership, how to run a meeting, program ideas for a meeting, how to communicate well and others. Do we have volunteers with expertise who could help organizations on an as-needed basis?

Tina: This fits in with the Outreach program. When we meet with the organizations we can ask them if they have people with expertise that would be willing to help other organizations.

Mike C.: Everyone needs a mentor at some time. We could ask our Member Organizations if they would like to mentor other Organizations if they have problems. This could flow in to our Diversity Initiative

Eric: This is a great idea. One immediate item is Zoom. Many organizations are having problems using it.

John will write up a memo to formalize and expand the paragraph he sent out a few weeks ago. If acceptable it could go in the Sept newsletter.

Resolution Follow-up: - Stacy: What has happened to our resolutions? Do they cause anything to happen?

There doesn't appear to be any follow-up. Perhaps we can make a list of one's passed over the last 3-5 years and see what happened to them. We could determine why some didn't work and take credit for the ones that did.

Burt: This an excellent idea. A chronic problem we have had with resolutions is that they go to the Board and disappear with little or no response. The time is right for us to start looking at the resolutions we passed to see how the Board has responded or if they ever responded and what the County Manager has done.

Allan: A Resolution submittal and follow-up policy would be useful to have.

Jackie: The Committees that wrote the Resolution generally follow the issue – ask them for records. The older resolutions once were on the Web site, but have disappeared.

John: It is important that resolutions be presented directly to the County Board during Public Comment on Saturday morning. All the Board members, the Staff and the media will see it at the same time..

Stacy will have conversations with Burt, Duke, Jackie and Allan on this and go from there. As information is found on the outcomes of resolutions it will put it into a spreadsheet.

CivFed Diversity Initiative: - Burt: About five years ago the Board looked at this issue of the relative lack of minorities and other groups in CivFed. We sponsored a specific meeting in August to invite members of the community that were not members of the Civic Federation to come to a meeting and consider what their issues and problems were. The time is right to do it again. We really need to have someone on the Board tasked for recruitment. If we don't do this we will keep missing a lot of these organizations and interest groups as we go along.

Tina: Duke pointed out that the Member Organizations have to help with this.

Stacy: We really should have a message on this on our Web site.

Reports From Committee Chairs: - Stacy: Didn't we used to have Chair reports? What happened to them? Last year we got reports from Public Services and Legislation, but they were irregular. Were they Ad Hoc?

Allan: I think they were Ad Hoc or done as requested.

Burt: It used to be a Standing Rule that committee Chairs would be required to report to the membership every June. I think that has largely gone by the board because so many committees have been relatively inactive.

Allen: That reporting was in the old Bylaws, but is not mentioned in the current ones. Very little reporting is required any more.

Stacy: I suggest that Diversity and Chair reporting rules be at the top of the agenda for the next meeting.

Eric: I agree.

The August BOD meetings will be on **Sunday, August 23rd at 6:00pm**. It will be a **Virtual** meetings.

The meeting was adjourned at 8:36

Respectfully submitted by Allen Norton

Resolution To Create A Public Safety Committee:

PUBLIC SAFETY COMMITTEE

PURPOSE

The purpose of the Arlington County Civic Federation (ACCF) Public Safety Committee (PSC) is to educate the community on policies, procedures, budgets, and activities of the Arlington County Police, Fire, and Emergency Management Departments. The PSC will also educate the community on policies, procedures, budgets, and activities of the Sheriff and the Commonwealth Attorney's offices.

COMMITTEE MEMBERSHIP

The PSC will be comprised of twelve delegates from ACCF member organizations. ACCF member organizations will be invited to nominate candidates to join the PSC committee and the ACCF Board shall select the initial committee members. If there is a vacancy, the ACCF President will solicit the ACCF member organizations for nominees and appoint candidates to the PSC. No one should serve on the PSC for more than eight years.

COMMITTEE OFFICERS

The ACCF President shall appoint the Chair, Vice Chair, and Secretary.

AUTHORITY

The ACCF Board shall oversee the PSC. The ACCF Board may dissolve the PSC at any time.

MEETINGS

The PSC shall meet at least quarterly but may meet more frequently. The committee meetings may be held in person, or through electronic means. The meetings shall be open to representatives from member organizations and invited guests. Meetings shall be publicly announced via the ACCF web site. The meeting agenda and meeting notes shall be posted on the ACCF web site.

Resolution To Create An Arlington County Governance Reform Task Force:

Draft Resolution by the Board of Directors to the Membership of the Arlington County Civic Federation (ACCF), Introduced in September of 2020 and decided upon in October 2020

- **To establish an Arlington County Governance Reform Task Force**
- Whereas in 2020, the State of Virginia passed laws (VA HB 1103 HB 506) permitting Arlington County to use Ranked Choice Voting in its local elections;
- Whereas the Arlington County Government with its County Manager system of administration is generally speaking a well run polity;
- Whereas no significant review or changes have been made to our system of government since 1930, when Arlington had 25,000 residents;
- Whereas there may be opportunities to increase citizen involvement in county affairs and improvement in the quality of County Board and School Board decision-making through election or representation reforms;
- Whereas the county board and school board serve at-large and are both 5 in number for 250,000 residents;
- Whereas the ACCF is the best entity to conduct a community-led assessment of our elections and representation after 90 years;

Therefore, the Arlington County Civic Federation shall establish an ad-hoc task force to re-examine our county governing bodies that will deliver recommendations for potential structural reforms for governance as well as county board and school board representation if any is warranted. The Task Force will examine and potentially make recommendations on reforms which might include:

1. Structural reform through district representation and/or multi-member synchronous elections;
2. The size and/or remuneration of our county board and/or school boards;
3. Ranked choice voting for County Board and School Board general elections;
4. The future role of primaries and caucuses;
5. Options for alternative electoral mechanisms besides first-past-the-post and ranked choice.
6. Term Limits
7. Alternatives to the County Manager/Board form of Government.

Principals that will inform the Task Force's work will include, but not be limited by the following:

- To improve the quality of our elected officials' representation and policy making,
- To improve citizen engagement and voter turnout,
- To improve our Board's ability to reflect the opinion and diversity of our communities
- To improve the quality and diversity (more choices--more voices) of our candidates and campaigns.

The composition of the Arlington County Governance Review Task Force will be nominated by the president of the Civic Federation. The President may include non-Civic Federation members to ensure a broad representation of stakeholders. The Task Force composition will be approved by the Civic Federation members, with any subsequent vacancies filled by the Board of Directors. The size of the Task Force will be from 9 to 15 people.