



**September 11, 2022, Meeting Minutes**

**MEETING**

Arlington County Civic Federation, Executive Committee Meeting, 2022-09-11 4:00 - 6:00 p.m.  
Held virtually via Zoom, called via email invitation

**ATTENDEES**

- John Ford, President
- Ron Haddox, Vice President
- David R Smith, Secretary
- Jim Todd, Treasurer
- Jackie Snelling, Board Chair
- Dave Schutz, Board Member
- Mary Glass, Board Member
- Suzanne Sundburg, Board Member
- Todd Truitt, Board Member
- Michael McMenamain, Board Member
- Scott Miles, Board Member
- Allen Norton, member
- Kari Klaus, member
- Duke Banks, member
- Alistair Watson, DEBI Chair

**CALL TO ORDER (Jackie Snelling)**

Meeting called to order on 9/11 at 4:00 p.m. by the Board Chair, Jackie Snelling, Quorum of Directors (50% or more required) was established with 85% of Directors present (11 of 13).

**VOTE TO APPROVE MINUTES (Jackie Snelling)**

- Discussed and approved 8/28/2022 Board Meeting minutes, VOTE: [Approved](#)
  - 9 yes
  - 2 abstentions

**BOARD REPORT (Jackie Snelling)**

- **COVID Related Meeting Policy**
  - A request was received to review the Board policy on COVID, specifically to hold General Membership meetings at a different location than Virginia Hospital Center which currently requires masking
  - Input on many sides of the issue were received from Todd Truitt, Duke Banks, Suzanne Sundburg, John Ford, Jim Todd, Dave Schutz, and others. Some key inputs:



- CDC policy does not recommend required masking for the general public in non-medical areas
- An example was given that another Arlington organization uses a facility that does not require masking; the facility is very good but charges \$40/hour
- VA Hospital Hazel Center is offered to CivFed (since around 1990) for free, including free parking for attendees
- Some years ago CivFed searched for alternate venues but could not find any which had acceptable space available, quality A/V, and was free for use
- We are currently operating at a budget deficit so it would be difficult to pay for a venue space
- Concern was raised that members will not attend if they are required to wear masks
- Some conveyed concern that they will not attend in-person if masks are not worn
- We are not aware of VA Hospital reasons for their policy, however we know they review it routinely (has been weekly)
- A motion was made to keep the membership meetings at Hazel auditorium. **VOTE:**  
**Approved**
  - 10 Yes
  - 1 No
- **Proposal for Committee on Alternate Fundraising (Mary Glass)**
  - Mary is planning to call a meeting to create a plan for fundraising, then brief out the plan at the following Board meeting
  - This will stay as a 'work group' and not a committee for now

#### **PRESIDENT'S REPORT (John Ford)**

- **Lesson's Learned from County Fair (Ron Haddox)**
  - Lesson's learned were captured
  - Discussion ensued about getting an early start at fair planning to avoid June/July administration changes
  - John indicated he has possession of the left-over fair materials
- **Lesson's Learned from Candidates Forum / General Membership Meeting (John Ford)**
  - Big thanks to everyone, particularly the officers, who worked very hard to come up with a solution to supporting a zoom and in-person experience



- We will hold an after action (aka hot wash)
- The October meeting will be a similar but different format, will have a large group (not just 3 people on a panel)
- Positives provided by members: avoided long awkward pauses, ran smooth, good questions, time for answers worked well, no issues raised
  
- **Banquet (John Ford)**
  - A motion was made to pursue option to hold a picnic/potluck in lieu of a banquet, possibly at Lyon Park community center, in the June timeframe (Lacey Woods also cited as a possible location)
    - **VOTE: Approved**
      - 1 no
      - 1 abstain
      - 9 yes

#### **TREASURER'S REPORT (Jim Todd)**

- **Expenses in past month:**
  - Zoom participant increase for Candidates Forum \$50 (100 to 500 participants))
  
- **Dues/Donations:**
  - Got past dues from 1 organization, for a total of 4 who have paid
  - Donations have been slow; need to mention donation campaign in the newsletter
  
- **Audit:**
  - A person has been identified to perform our financial audit, need for 2 fiscal years
  
- **Bank Balances:**
  - See posted Treasurer's report <https://www.civfed.org/newContent/2022-09/2022-09%20Treasurer's%20Report.pdf>

#### **SECRETARY'S REPORT (David R Smith)**

- **Annual certification and update of member officers and delegates**
  - 31 members have certified
  
- **Annual corporate filings**
  - Annual report was filed, and officers are now up-to-date online
  
- **Newsletter**
  - We will set up a shared google doc where committee chairs can provide 250 word or less inputs for the newsletter



Monday, September 26, 2022	Deadline for Newsletter Inputs
Saturday, October 1, 2022	Send Newsletter

- **Call for Property**
  - A request was made to identify CivFed property and where it can be found
    - Input received in the chat that Allen Norton, there is a 'Secretary's bag' containing in-person meeting stuff, the Notice of Incorporation and intended to add to Civic Federation Records at Arlington Central Library
- **Quorum Approach**
  - Request made to review the bylaws, specifically Section 2.05 Quorum and Open Meeting, regarding how general membership quorum is reached. Current practice is based upon counting delegates. Request is to assess whether we should instead count member organizations. Regardless of approach (counting delegates or member orgs for quorum), some minor updates to the bylaws would improve the clarity of the policy.
    - Jackie: Will refer question on quorum approach to the bylaws committee

**OCTOBER MEMBERSHIP MEETING (John Ford)**

- **Missing Middle (MM) Panel:**
  - Jackie and Nadia have been working on meeting collaboration rules, met with Challenging Racism to get input on how to hold equitable discussions
  - Targeting a workgroup of 15-20 people to gather and distill down to a group of 5-7 people who represent the varying MM views across Arlington to then hold a panel discussion
    - From this meeting, recommending a panel of 5-7 people who can represent MM diversity at a General Membership panel
      - Each would have a statement they convey, then other panel members will provide a response on those statements. After 45 mins of the group interacting, then audience will interact on the same topics
    - Some concern raises that this topic did not first come through the ACCF housing and planning and zoning committees. Response to concern was that these committees have not been active.
  - **Resolution:** Discussed new draft resolution on 'Restore the Public's confidence in Arlington County Governance' (Kari Klaus, Duke Banks)  
<https://www.civfed.org/newContent/2022-09/2022-09->



[11\\_CivFed%20Res\\_Restore%20Public%20Confidence%20in%20Arlington%20County%20Governance.pdf](#) -Sponsored by the past five Civic Federation Presidents

- Draft resolution was brought forward at Sept 6 Membership meeting and has been circulated
- Duke Banks: provided some insight on the resolution, and suggested that the ACCF schools committee may want to consider a similar resolution that is School Board focused
- Kari Claus gave a rundown on the development of the resolution and stakeholder inputs, in summary the resolution is focused on:
  - Restoring 'Arlington Way' principles
  - Ensuring full government transparency
  - Revitalizing efforts towards data driven decision making
  - Ensuring consensus-driven, good-faith planning and development for any proposed density increases
  - Consider establishing a policy that a project will not move forward if such analysis cannot be provided
- John asked if there is a way to marry the resolution with the work being done on the Missing Middle panel
  - Various views were provided, and ultimately it was agreed that due to timing they would not be merged
- John made the following suggestion for meeting plans:
  - MM Panel in October
  - Restoration of Public Confidence resolution in November
    - Motion supporting resolution on November agenda, **VOTE: Approved**
      - 7 yes
      - 2 no
  - TiGER in December
    - It was noted that CivFed input would come after Arlington County has set their agenda for discussions with the state legislature
  - Jackie noted that both Restoration and TiGER are synergistic

## COMMITTEE REPORTS

- No Committee Reports



**OPEN FORUM**

- No further discussion

**ADJOURN** – 6:10 p.m.

Submitted by: David R. Smith, Secretary 9/11/2022