

# Arlington County Civic Federation

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## MEETING

Arlington County Civic Federation, Executive Committee Meeting, 2023/01/22 4:00 - 6:00 p.m.  
Held virtually via Zoom, called via email invitation

## ATTENDEES

### Quorum Members

- John Ford, President
- Ron Haddox, Vice President, Legislation
- David R Smith, Secretary
- Jim Todd, Treasurer
- Jackie Snelling, Board Chair
- Mary Glass, Board Member, Environmental Affairs
- Dave Schutz, Board Member
- Suzanne Sundburg, Board Member, Revenues and Expenditures
- Scott Miles, Board Member
- Mike McMenamin, Board Member, Public Safety

### Additional

- Allen Norton
- Duke Banks

## CALL TO ORDER (Jackie Snelling)

- Meeting called to order on 1/22/2023 at 4:00 p.m. by the Board Chair, Jackie Snelling, Quorum of Directors (50% or more required) was established with 62% of Directors present (8 of 13)

## VOTE TO APPROVE 12/18 MINUTES (Jackie Snelling)

- Discussed and voted to approve the 12/18/2022 Board Meeting minutes. See minutes at: [Board of Directors Minutes - Arlington County Civic Federation \(civfed.org\)](#)
- **VOTE: Approved**
  - 8 - yes
  - 0 - no
  - 0 - abstain

## PRESIDENT'S REPORT (John Ford)

- **January Membership Meeting**
  - The meeting went well, and we had great support from the Clerk of the Board and her assistant (Kendra Jacobs and Mason Kushnir)
- **February General Membership (GM) Meeting Focus:** Public's Confidence resolution

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- Sponsors and authors to adjudicate inputs received by January 18<sup>th</sup> which included inputs from NAACP, Jim Todd, and others and sponsors to report back to president by Feb 1 re the sense of the edits; ,
- Plan to adjudicate inputs and address footnotes
- Per Mike McMenamain, the appendix will be converted to a report
  - Will replace report 'whereas' references and turn into 'sections'
- Several meetings are planned after the Feb 1st to discuss comment adjudication
  - Will provide John a heads-up on progress
- **March GM Focus: Crime in Arlington**
  - The panel for the GM is set, key panelists include:
    1. Parisa Dehghani-Tafti (Commonwealth's Attorney for Arlington)
    2. Charles Penn (Arlington County Police Chief)
    3. Deborah Warren (Deputy Director/CSB Executive Director, Arlington Department of Human Services)
  - Will solicit questions for the panel in the February newsletter
- **April GM Focus: Arlington County Board candidates' debate**
  - ACCF will include all declared candidates, regardless of party for County Board and, possibly, Sherriff.
  - Sheriff debate, new House of Delegates district debate
  - For situational awareness the Committee of 100 has the following planned:
    - April: Commonwealth's attorney
    - May: County Board delegate debate
- **May GM Focus: Commonwealth's Attorney for Arlington candidates & APS Superintendent progress report**
- **June GM Focus: end of year closeout, ACCF elections, APS Board Report**
- **Other GM topics to consider:**
  - County Budget
  - Congressional delegation
  - Budget-related resolution (March, tbr)
  - Sheriff candidate debate
  - New House of Delegates district
  - Consideration of position regarding APS auditor

## COMMITTEE APPOINTMENTS (John Ford/Jackie Snelling)

- **The following appointments were made by the President, the Board was asked to ratify the appointments.**
- **Parks and Recreation Committee chair appointment**
  - Dave Schutz, [Vote Approved \(10 out of 10, yes\)](#)

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- **Housing Committee co-chair appointment**
  - Anne Bodine, [Vote Approved \(10 out of 10, yes\)](#)
  - Matt Hall, [Vote Approved \(10 out of 10, yes\)](#)
  - Note: John Vihstadt provided resignation notice to John Ford (Thanks to John Vihstadt for his service!)
- **Planning and Zoning** - looking for candidates with experience

## TREASURER'S REPORT (Jim Todd)

- See Treasurer's report posted to <https://www.civfed.org/archives/finances/>
- Jim recommended that we make dues due at the same time as certification on Oct 31st. There was no opposition to this recommendation from the Board. This request will be referred to the Bylaws committee by the Board chair.

## SECRETARY'S REPORT (David Smith)

- **General Membership Vote re-cap**
  - No votes at the January 3 GM meeting
- **Certification Re-Cap**
  - 81 total members
- **Newsletter**
  - February 6th is the deadline for the February Newsletter which will go out February 11<sup>th</sup>
- **APS Student Volunteers**
  - Reaching out to APS for student volunteers to help with audio/video tuning, but also meeting setup/teardown/check-in

## BOARD REPORTS (Jackie Snelling)

- **Member Services - Digital Capacity Building Advisory Engagement (Chris Wimbush)**
  - Chris provided a proposal to the board for a pro bono scoping study for digital capacity building for residential CivFed associations. The briefing included a problem statement of an observed digital infrastructure divide amongst Civic Associations and a proposal for scoping the needs and solution options. See briefing at:  
<https://www.civfed.org/newContent/2023-01/2023-01%20Wimbush%20Consulting%20Proposed%20Scoping%20for%20Capacity%20Buildin%20g.pdf>
  - **Motion:** Move that the Board accept Chris Wimbush's Proposal. [Vote Approved \(10 out of 10, yes\)](#)
- **Bylaws Committee Referrals**
  - Jackie made the following Bylaws Committee review referrals:
    - Procedures for civic federation boundary review and dispute

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- Adjustment from Dec 31 to Oct 31 dues payment date

## COMMITTEE REPORTS

- **Environmental Affairs Committee (Mary Glass)**
  - Mary summarized the recently completed tree canopy study and highlighted an upcoming presentation from the Green Infrastructure Center at the 'Urban Tree Canopy Benefits Webinar' planned for February 13. She proposed that ACCF approve use of the ACCF name as a sponsor of the event. An article on the event will also be included in the February newsletter
    - **Motion:** to include CivFed as a referenced sponsor for the webinar: [Vote Approved \(10 out of 10, yes\)](#)
- **Awards Committee (John Ford)**
  - John provided the following nominees for the committee: Diane Kelly, David Smith, John Ford (placeholder)
    - Vote: Ratify the candidates identified (Diane, David, and John) and approve any additional candidates proposed by the president by an email vote. - [Approved \(10 out of 10, yes\)](#)
- **Nominating Committee (John Ford)**
  - Will provide names at the February Board meeting
- **Fundraising Committee**
  - Mary and Jim provided an overview of fundraising options:
    - Membership fees – provided tiered membership, increase base fees
    - Advertising – allow small and large advertisements in ACCF newsletter
    - Sponsors – accept sponsorships
    - Picnic – charge for tickets

The proposal of options will be referenced in the February newsletter. The suggestion for tiered membership will be referred to the Bylaws committee by the Board chair.. and

- **Picnic Committee**
  - Dave Schutz paid out of pocket for the Lyon Park facility refundable security deposit (\$1000) and Fee (\$400). The Treasurer will re-imburse Dave.

**ADJOURN** – 6:16 p.m.

Submitted by: David R. Smith, Secretary 01/22/2023