

Arlington County Civic Federation

MEETING

Arlington County Civic Federation, Executive Committee Meeting, 3/19/2023 4:00 - 6:00 p.m.
Held in person at Firehouse #9 posted on website and in Newsletter and 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, Parks and Recreation
- Todd Truitt, Board Member, Schools
- Scott Miles, Board Member

Additional

- Allen Norton (Bluemont & Bylaws Committee)
- Chad Seonarin (Columbia Heights)

WELCOME AND CALL TO ORDER (Jackie Snelling)

- Meeting called to order on 3/19/2023 at 4:00 p.m. by the Board Chair, Jackie Snelling, Quorum of Directors (50% or more required) was established with 64% of Directors present (7 of 11)

CHAIR REPORT (Jackie Snelling)

- Jackie initiated a discussion with the Board on whether an executive session was needed for any topics (i.e., concern on meeting registration or meeting notifications). After input from the Board, with legal background provided by Jim Todd and Scott Miles, the Board opted to move forward and not call an executive session.
- Jackie clarified that CivFed met the Bylaws on meeting notice by providing notice in the February newsletter (30 days prior to the meeting), the March newsletter (9 days prior to the meeting), meeting reminders a couple of days prior to the meeting (Secretary's note *added after the meeting*), and notification on the CivFed web page for many months prior to the meeting. Jackie noted that we had 70% of the member organizations represented at the 3/14 meeting.

Arlington County Civic Federation

- Jackie indicated that a board member suggested that we bring a motion to rescind the emergency Board vote which was held on 3/14 regarding the legal concerns raised by a member representative. A short discussion was held with Board members with agreement that a motion to rescind was not necessary.
- Jackie informed the Board that she had asked the Bylaws chair to review several topics for Bylaws or Procedure clarification. Several Board members provided additional topics to the list below. *(For ease of reading, topics are posed as questions, however note that many are already addressed in the bylaws but may benefit from further clarification.)*
 - a. What constitutes a friendly amendment?
 - b. Can amendments be raised to fully replace a resolution?
 - c. Can amendments be raised as soon as a motion to vote on a resolution is made, thus preventing a discussion of the resolution on the floor?
 - d. Should all resolutions be referred to a committee, or an ad-hoc committee created for this purpose?
 - e. Who owns a resolution once it is referred to committee?
 - f. How much time can a resolution stay in committee before it must be addressed?
 - g. Should the general membership meeting registration and alternate/delegate swap deadlines be written into procedures?
 - h. Should suspension of the rules be further clarified?
 - i. If a committee rejects or does not recommend a resolution, can the original author still bring it to the general membership for a vote?
- **Director Vacancies**
 - Jackie informed the Board that there were two changes to Board members, however the resulting Board is still compliant with Bylaws and therefore does not require solicitation of new Board members at this time:
 - Suzanne Sundburg - resigned her post as a board member in writing to board members, but is remaining chair of the Revenues and Expenditures committee and remaining a CivFed delegate.
 - John indicated that he had been reluctant to accept the resignation and had further outreach with Suzanne.
 - Nadia Conyers - was removed as a board member because her parent organization, NAACP, withdrew from CivFed and, in response to outreach from the Board Chair regarding membership through other organizations, she indicated that she would not seek continued membership at this time.

PRESIDENT'S REPORT (John Ford)

- **March General Membership Meeting**

Arlington County Civic Federation

- John indicated that there was a plan to meet with County staff and discuss next steps with respect to fulfilling the mandate on the Public's Confidence resolution. The preference of CivFed is to establish round tables on public engagement with the County to discuss issues within the County (i.e. Missing Middle).
 - Jackie and John both solicited the Board to provide their recommendations for round table topics.
- John noted that there is a discussion circulating on the idea of pooling newsletter content which would allow member civic associations to share information used for newsletters. Note: this would augment the current ACCF Arlington Neighborhood Newsletter Exchange (ANNE) that is supported by Randy Swart, past ACCF president.
- **April General Membership Meeting**
 - Focus:
 - County Board candidate's forum (2 vacancies) - 5 of 6 present candidates have confirmed, but we may get more before the April 7 deadline for April 11 CivFed forum
 - School Board candidate's forum (1 vacancy) – currently 2 candidates
 - John requested Panel questions be provided to him by 4/1.
- **May General Membership Meeting**
 - Focus:
 - APS Superintendent,
 - Commonwealth's Attorney candidate's forum (2 candidates so far)
 - Sheriff candidate's forum (3 candidates so far)
- **June General Membership Meeting**
 - Helicopter Noise: John let the board know that he had received input that Don Beyer's staff was prepared to come brief CivFed on measures being taken to remediate helicopter noise. John suggested June for this discussion. After some discussion, it was agreed this topic should be handled as a stand-alone briefing for members, like we are doing for our Ranked Choice Voting (RVC) program with the League of Women Voters. John will seek ad hoc committee members who can coordinate this.

SECRETARY'S REPORT (David R Smith)

Arlington County Civic Federation

- **March 14 General Membership Vote re-cap** (*details provided to the Board after the meeting*):

Motion: Suspend the Rules				
	yes	no	abstain	Total
In Room	37	0	0	37
Zoom	70	3	0	73
TOTAL	107	3	0	110
97.3%				Pass

Motion: Public Confidence Resolution				
	Original as revised	amend	abstain	Total
In Room	25	9	6	40
Zoom	50	23	2	75
TOTAL	75	32	8	115
70.1%				Pass

Motion: Nominating Committee				
	yes	no	abstain	Total
In Room	27	0	4	31
Zoom	50	1	5	56
TOTAL	77	1	9	87
98.7%				Pass

Motion: Awards Committee				
	yes	no	abstain	Total
In Room	29	0	2	31
Zoom	52	0	6	58
TOTAL	81	0	8	89
100.0%				Pass

Motion: February Minutes				
	yes	no	abstain	Total
In Room	33	0	1	34
Zoom	50		11	61



TOTAL	83	0	12	95
	100.0%			Pass

- **Newsletter**
 - March 27 is the deadline for the March Newsletter which will go out Saturday April 1 to support April 11 GM meeting.
- **General Membership Run-Rules**
 - The Secretary will not allow presentation of materials without pre-meeting coordination. **Materials must be provided no later than 12 noon on the day of the meeting, however the day before is requested.** There will not be any exceptions going forward. The secretary would like to codify this approach into a CivFed procedure.
 - Presenters will not be given co-host capability under any circumstances.
- **Registration and Voting**
 - The March meeting delegate exchange (swap delegates with alternates) was moved to the Sunday before the Tuesday meeting, and Zoom registration was set to the Monday (12 noon) the day before the Tuesday meeting. This adjustment was made so that we could ensure that we could accurately and quickly count votes during the March general membership meeting.
 - The table below (presented orally with written version *added after the Board meeting*) shows the delegate/alternate concerns that were raised and addressed prior to the meeting start. The Secretary concluded that this was a relatively small number of issues. One issue with a member’s credentials resolved prior to the meeting. Four individuals had pre-meeting dialogue with the secretary and their civic association president to clarify delegation. The remaining individuals complied with notification of their non-delegate status.

Organization	How they registered on Zoom	Notes
Boulevard Manor Civic Association	Delegate	An individual was informed prior to the meeting that he was not a delegate. Acknowledged in an email that he would contact his BMCA officials to sort out the details. No further correspondence from BMCA officials was received.

Arlington County Civic Federation

Organization	How they registered on Zoom	Notes
		Unfortunately he voted anyway however his vote was not counted.
Friends of Arlington Parks	Delegate	An individual informed prior to the meeting that she was not a delegate. She did not vote.
American Association of University Women, Arlington Branch	Delegate	An individual informed prior to the meeting that she was not a delegate. She did not vote.
Arlington Tree Action Group [ATAG]	Delegate	This was a credentials issue that was resolved prior to the meeting.
Clarendon-Courthouse Civic Association	Delegate	An individual was informed prior to the meeting that he was not a delegate. Had several email exchanges prior to the meeting, to include the CCCA President. The CCCA president, was provided their full roster which showed this individual as an alternate. Kristine did not further dispute the status. Unfortunately, the individual went ahead and voted however his vote was not included in the totals.
Penrose Neighborhood Association	Delegate	Was informed prior to the meeting that she was not a delegate. She did not vote.
Penrose Neighborhood Association	Delegate	Was informed prior to the meeting that she was not a delegate. Her organization president confirmed this to be the case. She voted anyway but her vote was not counted.
Williamsburg Civic Association	Delegate	An individual was informed prior to vote that he was not a delegate. Had correspondence with WCA president prior to the meeting. The WCA president acknowledged she had made a mistake on the delegate/alternate

Arlington County Civic Federation

Organization	How they registered on Zoom	Notes
		details. Unfortunately, the individual voted anyway but his vote was not counted.
These two entries below were findings after the meeting.		
Dover-Crystal Citizens Association	Alternate	Registered as an alternate, was not an approved delegate, but voted anyway. Have now informed her that she needs to work with her org officer to be reassigned as a delegate if she would like to vote in the future. Her vote was not counted.
Donaldson Run Civic Association	Alternate	Registered as an alternate, was not an approved delegate, but voted anyway. Have now informed her that she needs to work with her org officer to be reassigned as a delegate if she would like to vote in the future. Her vote was not counted.

- There were approximately 9, of 120 Zoom registrants who were initially not admitted to the March 14th meeting because they missed the registration deadline. Due to anticipated changes in the meeting structure, all registrants were admitted.
- Having a deadline on Zoom registration and delegate swapping had a dramatic improvement on CivFed ability to count votes during the meeting in a timely fashion, however the approach did require significantly more pre-meeting labor to manage. That said, the Secretary believes this is a better system and it should be adopted for future meetings with a note that if we don't establish deadlines on delegate swap and registration it will inevitably cause voting disputes in the future because it will likely cause us to tell people after the vote that their vote does not count.

VOTE TO APPROVE 2/26/23 MINUTES (Jackie Snelling)

- No vote on the 2/26 minutes was taken. It will be voted on at the next April board Meeting.

Arlington County Civic Federation

TREASURER'S REPORT (Jim Todd)

- Jim reported that one organization paid dues (late)
- **Insurance**
 - Jim provided some input on the insurance policy. Jim clarified that he is not an insurance expert, but he felt it provided pretty good coverage to the organization. Jim read through some of the insurance policy and he highlighted that covered the organization, clarifying that in his view, the policy covers board members, officers, and committee members but not individual member delegates.
 - Jim recommended that the Bylaws committee consider an update that allows for resolution sponsors to become ad hoc members of a committee.
 - Board members discussed that they were not aware of any resolution-related litigation but did cite situations where civic associations were sued. Lyon Park was sued by a gun store owner because they tried to stop the gun store from being built. Ballston Virginia Square is currently being sued by Arlington County.
 - One board member clarified that lawsuits against civic association are not common and that liability is very minimal.

BOARD REPORTS

- **Bylaws Committee (Jackie Snelling for Adam Henderson)**
 - The Boundary Review/Dispute procedure had been submitted for review and comment from the Board. The procedure will be reviewed at next month's meeting.
 - Adam will read the dues/certification date change resolution (update to the bylaws) at the next general membership meeting. The update requests a change to Nov 20th for both deadlines.
- **Housing (Jackie Snelling for Anne Bodine and Matthew Hall)**
 - Held meeting on March 16th focused on Missing Middle. Video link: [Arlington Cty Civic Fed \[ACCF\] \(vimeo.com\)](#) Brian Harner and Jane Siegel were key presenters and provided alternative solutions for missing middle from the Report by Brian Harner, Leo Sarli, and Jane Siegel.
 - The next Housing Committee meeting is April 20th.

Arlington County Civic Federation

- **Parks and Recreation (Dave Schutz)**

- Dave plans to get a meeting request sent out in the next couple of days for a March meeting.

- **TiGER (Jackie Snelling for Allan Gajadhar)**

- Jackie met with TiGER Chair (Allan) and agreed he'd work with Dave Schutz to schedule a meeting in March to convene members.
- March 21 -- John, Ron, Dave, Don Gurney (LWV + longtime ACCF delegate) meet to plan for April 21 at 7:00 p.m. virtual meeting with expert briefings and joint chairmanship by Dave Schutz and Don Gurney.
- TiGER will represent ACCF in a jointly sponsored virtual meeting on rank choice voting on April 17, an in-person tutorial (April 25) and on a presentation (date TBD) on potential state legislative proposals to give Arlington ability to adopt some of the other TiGER governance recommendations. **John Ford made a motion to request** that the Civic Federation lend its sponsorship to an in-person rank choice tutorial session scheduled for April 25th at 7 p.m. The [vote passed with 9 – yes, 0 – no, 0 abstain.](#)

Environmental Committee (Mary Glass)

- Mary will re-send the announcement for the March 25th meeting (Lubber Run). She encouraged board members try to get people from their civic association to attend. There will be maps available for people to see what has happened in their neighborhoods over the years.
- Indicated that the new tree canopy study is being taken very seriously by the County. The Forestry and Natural Resources division have invited the authors to come to a meeting on March 23rd and brief on their methodology and results. Mary indicated she would follow up with more details.

Nominating and Award Committee (Jackie Snelling)

- John was requested to send a request to a person on both the Nominating and Awards Committees to convene the first meetings.

Picnic (Todd Truitt)

- The first meeting is 3/20 at 7 p.m., and the picnic is still three months away.

Arlington County Civic Federation

Schools Committee (Todd Truitt)

- March 27th at 7 p.m., preparing for Dr. Duran's visit to CivFed
Committee Meeting notices
- Jackie requested that all committee chairs provide newsletter articles which announce their meetings.

OTHER BUSINESS

- **Location for next Board meeting**
 - Mary reported that she has identified a new meeting space for the next board meeting. She has reserved room at Arlington Mill community center on Community Pike, from 3:45 to 6:45 on April 16th. It's free and parking is free on the back of the building.
 - Jackie requested a show of hands and the board approved going to Arlington Mill for the April Meeting. The new location will be included in the newsletter.
- **Newsletter Plan (David R Smith)**
 - David walked through the outline for the April Newsletter and the Board provided input on the planned content.

ACTIONS

1. John to request that Awards and Nominating committee call their first meeting in the April timeframe.
2. Board members to provide input to the draft Boundary change process provided by Adam Henderson

ADJOURN – 6:04 p.m.

Jackie approved, by acclamation, that the meeting was adjourned.

Submitted by: David R. Smith, Secretary 3/22/2023