



Arlington County Civic Federation

BOARD OF DIRECTORS MEETING MINUTES, SUNDAY 21 MAY 2023

MEETING

Arlington County Civic Federation, Board of Directors Meeting 5/21/2023 4:00 - 6:00 p.m.
Held in person at the Arlington Mill Community Center and virtually via Zoom, called via email invitation.

ATTENDEES

Quorum Members

- John Ford, President
- Ron Haddox, Vice President, Legislation
- David R Smith, Secretary, Nominating
- Jackie Snelling, Board Chair
- Dave Schutz, Board Member, Parks and Recreation
- Todd Truitt, Board Member, Schools
- Michael McMenamin, Board Member

Additional

- Allen Norton - Bylaws
- Adam Henderson - Bylaws, Nominating

WELCOME AND CALL TO ORDER (Jackie Snelling)

- Meeting called to order on 5/21/2023 at 4:04 p.m. by the Board Chair, Jackie Snelling, Quorum of Directors (50% or more required) was established with 56% of Directors present (6 of 11).

PRESIDENT'S REPORT (John Ford)

- Meeting with the County regarding follow-up to the Public's Confidence resolution
 - John reported that he is working to restore cordial relationships with the County Board and County Manager.
 - There was discussion of the current context of staff and board member views that the resolution was an attack and they have been working to expand engagement. John reported that staff indicates that they will work with CivFed, particularly re Civic Associations, but they will also work with other organizations directly.
 - John/Jackie highlighted the Manager and staff report to the board on April 25 on engagement (previously sent by Jackie to ACCF Board members). Based on individual discussions and Board member statements in response to the manager's presentation, the Board members appear to have each taken an



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interest in different parts of the Public's Confidence resolution. Libby indicated in her Jan 2023 remarks that she supports looking at the overall Board and community future vision and policy and she is planning an initiative for this when she comes in as the chair next January or sooner.

- There was an extended discussion including: Comments that the frustration with county leadership is not unique to CivFed, it's across many organizations in Arlington, and appears to have gotten worse through the COVID timeframe. A suggestion was made that CivFed can help by promoting discussion on the vision and seeking common objectives for 2050. And it was noted that expanding CivFed membership is important to credibility for this discussion.
- The week of June 26th is being proposed by the County Manager for a meeting with the CivFed Board.
 - John has made a good faith effort to engage with the Manager and the County Board on the Public's Confidence resolution and we need some discussion prior to setting a plan for the meeting.
 - Jackie queried the board for their availability for a meeting with the County Manager – the consensus based on feedback received was that the June 26 proposed meeting date would have the most member participation (5 of those participating in the Board meeting) and that this was a sufficient number for the meeting.
 - Jackie discussed wanting to make sure we cover the topics within the resolution and provided a one-page initial list of items from the resolution for editing and potential reference to make sure priorities are addressed (engagement opportunities in planning; data access and policy; website information; commissions and advisory groups appointments, common duties, and handbook). Some members proposed that the meeting begin with the manager's response, but others pointed out that his April 25 report to the Board is his response and it would not be beneficial to repeat. John proposed going right to Q and A after introductions.
 - Based on discussion, a consensus was reached to meet on the 26th with current board members who could attend, and new board members who could attend and to start with free-flowing Q&A from attending Board members. Jackie indicated that reviewing potential questions could be a topic of the board meeting before the meeting with the manager.
 - John requested that all of the ACCF board review the video of the manager's presentation and the County Board member remarks. The Link is: [Journey on Communications and Public Engagement](#).



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- May Membership Meeting
 - We received feedback that people appreciated the Sherriff’s debate.
 - We received feedback that members wanted more opportunity to ask questions.
 - It was discussed that we need to leave 20 minutes for member Q&A.
- June Membership Meeting Plan:
 - School Board will be the lead-off item.
 - CivFed Election

SECRETARY’S REPORT (David Smith)

- [A motion was made to approve the April Board meeting minutes. The minutes were approved with 100% of the vote.](#)
- **General Membership Vote re-cap**

Motion: March Minutes				
	yes	no	abstain	Total
Zoom	12	0	0	12
In-Room	11	0	0	11
TOTAL	23	0	0	23
100.0%				Pass

- **Newsletter**
 - May 29 is the deadline for the June Newsletter which will go out Saturday June 3 to support June 13 GM meeting.
- **APS Student Volunteers**
 - NTR
- **New Member Requests**
 - Sustainable Scoop – Miriam Gennari
 - Reached out to Eric Cassel about joining CivFed.



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- Through some dialogue with Eric, it was determined that Sustainable Scoop does not meet our 20-person member minimum requirement.
- Belvedere Condominium – Richard Rebh
 1. The organization looks legitimate and meets the bylaws requirements.
 2. Eric Cassel, Membership Committee Chair, indicated that he didn't see any issues with membership.
 3. Richard provided the org bylaws, member list, officers (below), and provided the input form below:
 - President: Roland Binker
 - Vice President: Patrick Kusiak
 - Secretary: Leslie Arminski
 - Treasurer: David Treworgy

Form Question	Response
Email Address	richard.rebh@gmail.com
What is the name of your organization? This is the current official name.	The Belvedere Condominium Association
What is the purpose of your organization? (Please note our bylaws don't permit political or religious organizations to join the Federation)	Condominium Association
What is the name, email, and phone number of the point of contact of the organization? Please put this information on the line below with a comma separating the different parts.	Richard Rebh, richard.rebh@gmail.com, 609-203-0761
Does your organization have at least 20 members who live in Arlington? (Please email a list of 20 of your members to secretary@civfed.org if you have over 20 members)	Yes
Please send a copy of your by-Laws to the secretary secretary@civfed.org.	Done
We acknowledge annual dues of \$65	Yes
Please enter the contact for the person paying the dues. Put their name, email, and phone number below. Please put this information with a comma separating the different parts.	Richard Rebh, richard.rebh@gmail.com, 609-203-0761
Please put the name, email, and phone number of the four delegates. These are the members of your	Richard Rebh, Leslie Arminsky, Francine Pinto



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Form Question	Response
organization who can participate in the Civic Federation membership meetings and who can vote. Please put this information on the line below with a comma separating the different parts.	
Please put the name, email, and phone number who will be the four alternates. These are the members of your organization who can participate in the Civic Federation membership meetings and who can vote after prior confirmation from the Secretary. Please put this information on the line below with a comma separating the different parts.	Jeff Moreno
If you haven't already please check out the bylaws and procedures on our website.	Got it!

- The board members discussed the organization and agreed unanimously to bring the question of membership to a vote at the June General Membership meeting.
- Adam Henderson pointed out the need to vote on the dues/certification date alignment resolution.

TREASURER'S REPORT (Jim Todd)

- Nothing to report

COMMITTEE REPORTS

- **Nominating Committee** (Adam Henderson)
 - Adam requested that board members think of folks who would be good candidates.
 - Adam asked the Board who was willing to run in the FY23
 - Jackie - yes
 - John - yes
 - David - yes
 - Dave Schutz - yes
 - Ron – no
 - Michael McMenamin– yes
 - Allan G – no (not present, responded in email)
 - Mary – yes (not present, responded in email)



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- Todd Truitt - no

- **Awards Committee** (John Ford)
 - Have held an organizational meeting.
 - Meeting again on Thursday.

- **Housing** (Jackie Snelling for Anne/Matt)
 - The housing committee met on the 18th and they had good representation from Columbia Pike, for a presentation by John Snyder on the Neighborhood Form Base Code.
 - Have been having an excellent civil conversation with various stakeholders with different points of view.
 - John gave Jackie credit for helping get the housing committee re-started.

- **Parks and Recreation** (Dave Schutz)
 - Scheduling a meeting on the first Wednesday of the month.
 - Dave noted that the committee was in danger of becoming all pickle-ball, all the time.

- **Environmental Affairs**
 - NTR

- **TiGER** (Dave Schutz)
 - Held May 18th meeting, had good attendance, meeting included presentation and Q&A with:
 - Congressman Don Beyer
 - Delegate Patrick Hope
 - Registrar Gretchen Reinemeyer
 - Jackie asked TiGER to discuss and provide a recommendation on whether TiGER should continue. It may need a new name as a committee rather than a Task Force.
 - Dave will write a resolution to be submitted through TiGER to support legislation for Arlington to seek parallel discretionary power as other districts have. Current TiGER members would like to continue with the group. The board discussed consideration of either creating a standing committee on governance or making this topic a subcommittee.

- **Schools** (Todd Truitt)



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- Working with Schools Committee on questions for the board for the June meeting.
- Next Committee meeting will be the Tuesday after Memorial Day.

- Picnic (Todd Truitt)
 - Already have the venue
 - Planning to do a Costco research run to assess costs
 - Food plan – potluck style with competitions:
 - Chili, Salad, Dessert
 - Raffle – 50 / 50 half goes to CivFed, other goes to person
 - Donations accepted
 - Will sell alcohol and water

- Aug 15– 19 for Arlington County Fair
 - Ron working the online signup sheet.
 - David’s daughter, Athena, has volunteered to help with the Banner Ups.
 - Jackie has photos from previous banners, will need new current photos from CA
 - Jackie has looked at table skirts and runners with CivFed name and logo.
 - Maps.
 - The comment boards were popular, maybe a survey?
 - Some discussion held on funding a new banner ups, initially funded by Jackie and other donations or may request some reimbursement after discussion with the Treasurer.

BOARD REPORTS (Jackie Snelling)

- July 9 Meeting/retreat
 - Members agreed that July 9th would work.
- Membership
 - See Secretary’s report for the Belvedere membership discussion
 - Potential new members:
 - African American Leadership Council of Arlington
 - Mission: promote and provide for the needs of African Americans in Arlington
 - Meet the requirements for mission, membership, meeting, potential delegates. Have draft bylaws for adoption at their June 10 meeting.



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- Motion: to provisionally approve AALCA, assuming Membership committee approves, be voted on at the Membership meeting, discussion opened, motion passed 5 passed (lost members) 100%
 - League of United Latin American Citizens (LULAC)
 - Jackie and John have met with the President who is interested in ACCF membership; Jackie will meet with the group on the 10th, if interested, likely September time-frame for membership submittal.
- Summer workgroups
 - Fair
 - Looked at costs of stretch table skirts and a logo/banner that drapes over the table
 - New Banner Ups – leverage previous photos used on banners ups to include photos from what we did in 1916 to what we are doing today.
 - Logo
 - A motion was made to adopt the CivFed logo that Adam created, discussion opened, vote taken, 5 yes, 100% pass.
 - Comms group (Comms plan, digital capacity, flyer, website)
 - Jackie will be sending Chris Wimbush report.
 - Looking for volunteers for comms group, would like to include Adam, David, Ron.
 - Includes looking at website, logos, communications plan.
 - Adam: need to work out how communications plan, then can work on style.
 - P&Z Planning group for October meeting
 - Have identified the October meeting to be on the topic of a P&Z topic,
 - Will bring people together this summer to plan the October meeting to focus on discussion from different perspectives. Planning team will be open to anyone with potential interest in joining a P&Z committee.
 - Delegates College
 - The plan is to convene a small group to discuss a potential delegates orientation and workshops on of interest to CAs for peer-to-peer training information sharing. In addition to orientation to ACCF for delegates, potential topics include:
 - Newsletters
 - Websites
 - LRPC/GLUP/SPRCs/site plan
 - Insurance
 - Social media
 - Membership building events



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JUNE NEWSLETTER PLAN

- Meeting Agenda/Link (David)
- Presidents Message (John)
- May Meeting Out-brief (David)
- May 18th TiGER/Governance Out-brief (Dave or Allan)
- June Election (Nominating Committee)
- Schools Committee report (Todd Truitt)
- Environments Committee (Mary Glass)
- Housing Committee (Anne/Matthew)
- Parks and Recreation (Dave Schutz)
- Blues Festival (Ron) – if through Cultural Awareness – through Tina
- June Mental Health (Jackie)
- Call for Student Volunteers (David) – existing
- Volunteers for Comms Group
- ACCF Picnic (existing, Todd)
- Plan for meetings, subject to views of incoming board (John)
 1. September - Candidates
 2. October – P&Z
 3. Nov – RAMP, Utility
 4. Dec – Manager
 5. January – County Board

ACTION ITEMS SUMMARY

- Jackie: Provide pointer on the County Manager discussion
- Todd: Picnic Flyer for newsletter and separate distro
- Jackie: Digital Capacity study report – to be sent to Board
- Todd: Need to assess picnic liability insurance
- Jackie: Jackie will get the potential new member information to Eric Cassel

ADJOURN – 6:00

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

Submitted by: David R. Smith, Secretary 5/21/2023