



# Arlington County Civic Federation

BOARD OF DIRECTORS MEETING MINUTES, SUNDAY DECEMBER 17, 2023

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## MEETING

Arlington County Civic Federation, Board of Directors Meeting 12/17/2023 4:00 - 6:30 p.m.  
Held virtually via Zoom, called via email invitation.

## ATTENDEES

### Quorum Members (10 of 12)

1. John Ford, President, Public Services Chair
2. Ron Haddox, Vice President, Legislation Chair
3. Ben Watts, Treasurer
4. David R Smith, Secretary
5. Adam Henderson, Board Chair, By-laws Chair
6. Jackie Snelling, Board Vice Chair
7. Nicholas Giacobbe, Board Member
8. Dave Schutz, Board Member, Form of Government Chair
9. Richard McNamara, Board Member
10. Michael McMenamin, Board Member

### Additional:

1. Mary Glass, Environmental Affairs Committee Chair

## WELCOME AND CALL TO ORDER (Adam Henderson)

- Meeting called to order on 12/17/2023 at 4:00 p.m. by the Board Chair, Adam Henderson. Quorum of Directors (50% or more required) was established with 75% present.

## DISCUSSION ON MEMBERSHIP (Adam Henderson)

- Adam indicated that members have expressed concern with the type of members we have recently been allowing, specifically non-civic associations.
- Adam reviewed the bylaws regarding membership, clarifying a few things:
  - There is nothing in procedures or bylaws requiring a resolution, just need a 2/3rds vote where quorum is established.
  - Jackie noted that there has been a call to broaden/diversify CivFed membership. Notably, part of our mission is to expand the role of the Cultural Affairs committee.
  - Members have to be non-partisan, and must align to CivFed goals to improve Arlington.
  - Some concern was raised that non CAs could eventually outnumber Cas.

## MINUTES (Adam Henderson)



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- Input on the November Board minutes were received prior to the meeting and so a vote on the minutes was postponed.

## **PRESIDENT'S REPORT** (various board members for John Ford)

- Outbrief of 12 December General Meeting
  - Received good feedback on the meeting with the County Manager
- Annual Banquet Update
  - Nick and John working to get answers from Amazon from Brian Stout. John will talk to Libby to see if she can help us get some traction with Brian Stout.
- Planning for Jan 2 General Membership Meeting
  - We have received a lot of good questions from members for the CivFed Board
  - The County Board will have their meeting from 6 – 7, our meeting will be from 7:30 to 8:30
  - Some discussion held on the format of the meeting and structuring of the questions, and when we would like to get to the legislative resolution, acceptance of artists alliance, and approval of the minutes
- Planning for Feb 13 General Membership Meeting
  - Agenda will include Dr. Duran and the School Board
  - Some good discussions have ensued with Todd Truitt (CivFed Schools committee chair)
  - Some suggestions came in on the format of the meeting, primarily on the time of inputs and Q&A
- Upcoming Naming of Awards and Nominating Committees
  - Discussed need to get these committees established. Would like Nominating committee to be established in February instead of March

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

- **General Membership Vote re-cap:**
  - November GM minutes were approved by acclamation.
  - Vote to approve Arlington Chorale as a new member was approved 43 yes, 2 no, 3 abstain.
- **Certification**
  - 77 members certified and paid dues. Still working to close on: Alliance for Housing Solutions (know issues), Black Oak Cluster Community Association, Forest Glen Civic Association (Adam), Opera Guild of Northern Virginia



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## TREASURER'S REPORT (Ben Watts)

- Ben reviewed the Treasurers report. Reports can be found at this link: [Treasurer's Reports - Arlington County Civic Federation \(civfed.org\)](https://www.civfed.org/reports)

## DEER POPULATION (Mary Glass)

- Mary discussed having a CivFed meeting on the deer population/management (culling, fencing, birth control, etc) and impacts of deer on the local vegetation. Adam's input was that a meeting should be part of the Environmental Affairs committee. It was suggested that the meeting would be end of February.
- Mary noted that the County is at the stage of 'information sharing/gathering' on the deer management concern.
- Mary has established a [website](#) (non-CivFed) - Arlington Tree Connection website to share environmental information
- [There was a motion that the Board to authorize Mary Glass and the Environmental Affairs committee to schedule a meeting on Deer management. Committees do not require Board approval, but the sense of the Board was that going forward with a meeting was a good idea.](#)

## VICE CHAIR REPORT (Jackie Snelling)

- Communications Committee
  - John appointed Adam as the Communications Committee chair. [Jackie made a motion to ratify Adam as the Communications Chair, discussion was opened, and a vote was taken to ratify Adam as the Communications Chair: 9 yes, 0 no, 0 abstain.](#)
    - Discussion: It was noted that we need a committee to convene discussions on communications as well as review the existing charter and make recommendations to the communications charter.
- Arlington Artists Alliance
  - Jackie noted that the Arlington Artists Alliance submitted their membership form, bylaws, and membership list. She noted that the CivFed Membership Committee reviewed the documentation and recommends the membership of the Arlington Artists Alliance.
  - Jackie provided a rundown of the Arlington Artists Alliance
  - [Jackie motioned that the Board recommend the Arlington Artists Alliance as a member at the next General Membership meeting, discussion was opened.](#)
    - Discussion: Some discussion ensued on whether we need resolutions for membership. Agreed that bylaws do not require a resolution, however



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we will advertise membership requests in the newsletter and reference the anticipated motion.

- Member Survey Responses Report
  - Jackie walked through the summary of the survey responses that she assembled: (<http://www.civfed.org/newContent/2023-12/2023-12%20Fall%20Member%20Survey%20Summary.pdf>)

## JANUARY NEWSLETTER (David Smith)

- Input Deadline: Dec 18 will allow until Dec 20
- Sending: Dec 23 for January 2 GM meeting
- Candidate Contents:
  - President's Message - John
  - From the Board Chair - Adam
  - December GM Forum Recap – David
  - New Member Vote – Arlington Artists Alliance
  - Member Survey Results – Jackie
  - Communications Committee Chair
  - Committees
    - Cultural Affairs – Tina Worden – change in meeting date
    - Environmental Affairs – Mary Glass – notice on deer management
    - Housing – Anne Bodine / Matt Hall – will have an article
    - Legislation – Paul Holland – re-run last month and dates
    - Planning and Zoning – Brian Harner – next meeting
    - Revenues and Expenditures - Suzanne Sundburg - Annual Comprehensive Financial Report (ACFR)
  - Introducing Rapid SOS – Jackie

## ACTION ITEMS

1. Get awards committee established by February
2. Get nominating committee established by February
3. John took action to talk to County Board about how long we can stay in the board meeting room after the session ends with the board
4. John/Nick: Follow up on banquet
5. Jackie: provide a summary for the October 10<sup>th</sup> topics
6. Add newsletter article on survey outbrief
7. Remove Dave's name as chair of Parks – add if interested



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**ADJOURN** – 6:38 p.m.

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

Submitted by: David R. Smith, Secretary 1/7/2024