



Arlington County Civic Federation

BOARD OF DIRECTORS MEETING MINUTES, SUNDAY JANUARY 21, 2024

MEETING

Arlington County Civic Federation, Board of Directors Meeting 01/21/2024 4:00 - 6:30 p.m.
Held virtually via Zoom, called via email invitation.

ATTENDEES

Quorum Members (6 of 12)

1. David R Smith, Secretary
2. Adam Henderson, Board Chair, By-laws Chair
3. Jackie Snelling, Board Vice Chair
4. Nicholas Giacobbe, Board Member
5. Dave Schutz, Board Member, Form of Government Chair
6. Michael McMenamin, Board Member

WELCOME AND CALL TO ORDER (Adam Henderson)

- Meeting called to order on 01/21/2024 at 4:00 p.m. by the Board Chair, Adam Henderson. Quorum of Directors (50% or more required) was established with 50% present.

MINUTES (Adam Henderson)

- A motion was made to approve the Board Minutes for 19 Nov 2023, discussion was opened, a vote was taken, and the November minutes were approved: 6 yea, 0 nay, 0 abstain.
- A motion was made to approve the Board Minutes for 17 Dec 2023, discussion was opened, a vote was taken, and the December minutes were approved: 6 yea, 0 nay, 0 abstain.

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

- Outbrief of the January 2 General Meeting
 - Adam and John both felt the meeting went well.
 - Other board members indicated that they thought good input was provided to the CivFed.
 - There was some question from members about where the questions came from, and it was reported that John solicited questions before the meeting and also took questions during the meeting.
- FOIA Meeting



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- A FOIA focused meeting with the county will be held Wed Jan 31st. Invitees include Jackie, John, Adam, and County representatives.
- Nick provided an example FOIA issue that seemed counter-productive. He noted that the Long Range Planning Committee (LRPC), a commission that was stood up to provide comments and recommendations on tasks and processes related to land use & urban design and long range plans, was told that they had to FOIA some of their recent data needs.
- Annual Banquet Update
 - Nick finally got a cost proposal from Amazon which was upwards of \$162 per plate. It was noted that this seemed higher than what members would be interested in paying for.
 - Nick put a soft hold on the Ft. Meyer location for April 14th, at a cost of about \$45 per plate.
 - It was noted that the Celtic House restaurant room is still under construction and may not be large enough. Adam noted that the room has a soft-opening this week.
 - A discussion ensued about who would get free tickets (as this would be factored into the per person cost). Historically the guest speakers tickets were provided free tickets.
- Planning for Feb 13 General Membership Meeting
 - It was noted that we need to make sure we get the nominating and awards committees established.
 - Adam had a conversation with Todd Truitt. Todd has made it clear to both Dr. Duran and the School board that we are limiting conversations this year to 10 minutes. They have proposed topics to the Superintendent and the School Board. Some topics of discussion included:
 - Ways that people who are not involved in schools can get involved (e.g. tutoring, substitute teaching)
 - Capital improvements and interaction with the County
 - The meeting plan is to alternate pre-planned questions with questions from the membership (zoom or in audience).
 - Todd is encouraging the entire School Board to come, and noted that he has two board members confirmed.
- Co-Chair for Cultural Affairs Committee



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- A motion was made to ratify the appointment of Sandi Chesrown as co-chair of Cultural Affairs Committee, a discussion was opened, a vote was taken. Sandi Chesrown was ratified as co-chair of the Cultural Affairs Committee: 6 yea, 0 nay, 0 abstain. Discussion included:
 - Sandi has done a lot for CivFed over the years
 - Sandi has already been giving Tina continuing support to revitalize the Cultural Affairs committee.

SECRETARY'S REPORT (David Smith)

- **General Membership Vote re-cap:**
 - Vote to approve the CivFed Legislative priorities was approved 43 yea, 2 nay, 1 abstention.
Vote to approve Arlington Artists Alliance as a new member was approved 47 yea, 0 nay, 1 abstention.
- **Membership**
 - A question was asked on whether the process for tracking membership dues payment. The answer was that there was not a written procedure.
 - A request was made to document the process used coordinate dues and membership data between the Secretary and the Treasurer
 - A request was made to elaborate on the membership for FY24 and the deltas. Here are the details:
 - 77 organizations certified and paid dues, with a net loss of 3 organizations from FY23.
 - 7 organizations left CivFed
 - Arlington House Chapter - Daughters of the American Revolution
 - NoVa Norml
 - Spout Run Terrace Condominium Association
 - Alliance for Housing Solutions
 - Black Oak Cluster Community Association
 - Forest Glen Civic Association
 - Opera Guild of Northern Virginia
 - 4 organizations joined CivFed
 - Arlington Artists Alliance
 - Arlington Chorale
 - United Latin American Citizens, Arlington General Council #4613
 - African American Leadership Council of Arlington



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- **Transition**

- A general discussion came up on establishing a process for the handover of roles to new board members or officers.
- Action: Adam/Jackie to discuss a framework/process on board and officer transition

TREASURER'S REPORT (Ben Watts)

- Ben was unavailable for the meeting.
- Audit of the Books
 - John has indicated that Michael Bruce will help perform an audit.
 - Action: Adam to remind John that we should appoint an audit committee (per process should be by June)

VICE CHAIR REPORT (Jackie Snelling)

- Arlington's Vision for 2040 and Beyond
 - Jackie discussed needing to continue to boil down the common objectives, visions, and relationships between categories of information received at the October meeting.
 - A discussion ensued regarding the upcoming Arlington 2050 Kickoff Event with Libby Garvey (approx. 200 people). It was unclear to the CivFed Board how the invite list was created. John Ford and Adam Hendersen were invited. (Post meeting update: Attendees included John Ford, Jackie Snelling, David Smith, Nick Giacobbe, Dave Schutz.)
 - It was noted that we want CivFed's efforts with the Arlington Vision for 2040 to be helpful and additive to Libby's meeting (Jackie met with Libby several times about the 2050 meeting plan.)
 - A short discussion ensued regarding the use of a 'charrette' as a means to solicit community input. Definition: a meeting in which all stakeholders in a project attempt to resolve conflicts and map solutions.
 - Action: Adam to ask John to follow-up on who was invited from CivFed to the upcoming 'Arlington 2050 Kickoff Event; with Libby Garvey
 - Adam's invitation noted that he was receiving the invitation because he was a leader or head of an Arlington civic organization.
 - The stated goal of the initiative was to gather input on 2 to 3 visions of what they desire the County to be in 3 decades.

MARCH THROUGH JUNE GENERAL MEETINGS AND OTHER MEMBER EVENTS (Adam Henderson)



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- It was noted that the Environmental Committee will be holding meetings on climate and deer management.
- Jackie discussed holding a neighborhood workshop on crime. She is meeting with the Deputy Chief Wayne Vincent on how they can work with community policing to address issues.
- Adam noted that we've received a lot of feedback from the board on member survey on topics, which will be discussed in upcoming General Membership meetings:
 - March
 - Vision 0
 - Airport Noise
 - Public Transportation
 - Request was made to discuss jitneys. Definition: a small bus that carries passengers over a regular route on a flexible schedule.
 - April
 - Public Health
 - Geographic Inequities – another of health indicators that are below county standards (example in 22204), green space and parks
 - May
 - Focus on climate change and stormwater
 - June
 - Planning for a 'true' annual meeting including committee reports, solicit input on direction, election, appointment of the audit committee.

CULTURAL AFFAIRS COMMITTEE NAME (Adam Henderson)

- A motion was made to change the name of the Cultural Affairs Committee name to the 'Arts and Cultural Committee', a discussion was opened, a vote was taken. The CivFed Board approved renaming the Cultural Affairs Committee to be the Arts and Culture Committee: 6 yea, 0 nay, 0 abstain. Discussion notes:
 - Believe the new name is a better representation of the focus of the current committee. It was also noted that the new name has been used in the past.
- Action: Adam: Update website and procedure documents with the new 'Arts and Culture Committee' name change.

DISCUSSION OF BROADENING SCHOOLS COMMITTEE TO 'SCHOOLS AND YOUTH' (Adam Henderson)



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- Adam introduced the concept of revising the charter of the CivFed Schools Committee to include youth or youth health with the idea that it would be good to capture a more holistic view of our youth.
- It was noted that if we expanded the scope of the committee, we would need to add a co-chair: (schools, youth well-being and mental health).
- There was a short discussion on home schooling which could be approximately 10-11 percent of Arlington youth.
- Action: Review committee charter links on the website as well as charters

FORM OF GOVERNMENT (Dave Schutz)

- Several bills are coming up to allow ranked choice voting (3 different) for local offices, to include school boards. The following are the sponsors:
 - Virginia Senator Schuyler VanValkenburg (16th district)
 - Virginia Delegate Patrick Hope (1st district – Arlington) – bill levels up Arlington’s authorities with other Virginia jurisdictions. Takis and Libby will be going to Richmond to discuss their view on ranked choice voting (preferring to for the board to have the authority to choose)
 - Virginia Delegate Joshua Cole (65th district)

JANUARY NEWSLETTER (David Smith)

- Input Deadline: Jan 29
- Sending: Feb 3
- Candidate Contents:
 - President’s Message – John
 - From the Board Chair – Adam
 - January GM Forum Recap – David
 - Committees (minimum to include upcoming meeting notices)
 - Cultural Affairs – Tina Worden- announce co-chair and announce name change
 - Environmental Affairs – Mary Glass
 - Housing – Anne Bodine / Matt Hall
 - Legislation – Paul Holland
 - Legislation – FOG – Dave Schutz
 - Parks and Rec – TBR
 - Planning and Zoning – Brian Harner
 - Public Services – John Ford
 - Revenues and Expenditures – Suzanne Sundburg



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- Schools – Todd Truitt
 - Banquet - Nick
 - Preparedness/Emergency?– Jackie – consider reaching out to Libby on her initiative on emergency preparedness

ACTION ITEMS

- David: Document the process used coordinate dues and membership data between the Secretary and the Treasurer.
- Adam/Jackie: Discuss a framework/process to on-board new officers and board members.
- Adam: Remind John that we should appoint an audit committee (per process should be by June).
- Adam: Update website and procedure documents with the new 'Arts and Culture Committee' name change.
- Adam: Ask John to follow-up on who was invited from CivFed to the upcoming 'Arlington 2050 Kickoff Event; with Libby Garvey.
- Adam: Review committee charter links on the website as well as charters.
- Nick: Forward a note to Jackie, John, and Adam on the LRPC FOIA concern.
- Adam: Work to get Treasurer's report audit.
- Adam: Follow up with the Alliance for Housing Solutions on their membership.
- Nick: Wrap up the details on the plan for the banquet and write up a 'save the date' blurb for the newsletter

ADJOURN – 6:24 p.m.

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

Submitted by: David R. Smith, Secretary 2/18/2024