



Arlington County Civic Federation

BOARD OF DIRECTORS MEETING MINUTES, SUNDAY AUGUST 10, 2025

Attendees	Board Role	In Attendance? Yes or No
Nick Giacobbe	President	Yes
Jean Henceroth	Vice President	Yes
Richard McNamara	Secretary	Yes
Ben Watts	Treasurer	Yes
David R Smith	Board Chair	Yes
John Ford	Board Member	Yes
Matt Gloudeman	Board Member	No
Allan Gajadhar	Board Member	Yes
Dave Schutz	Board Member	Yes
Jackie Snelling	Board Member	Yes
Michael McMenamin	Board Member	No
John Synder	Board Member	Yes
Ron Haddox	Board Member	Yes
Percentage of Board Members in Attendance:		85%
50% required to achieve quorum.		
Other Attendees	Role	In Attendance? Yes or No
Allen Norton	Supports Secretary	No

Discussion Topic	POC	Discussion
Welcome and Call to Order	David Smith	Quorum was reached. The meeting was called to order. The meeting was held virtually via Zoom, called via email invitation.
Approve Previous Month Minutes	David Smith	The July minutes were approved unanimously.
General Timeline (Quick Review)	David Smith	The timeline was reviewed. Action: Smith: Add a column to the timeline which indicates what we post to the web.
IT Security - WordFence	David Smith	Adam has implemented WordFence to improve the security posture of our website. Word Fence @ 3 years for \$321.84 Motion made to approve payment to Adam for Wordfence, discussion was opened, all Board members voted unanimously to approve payment.



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		Action: Ben to reimburse Adam for WordFence (\$321.84 for 3 years)
FY26 Budget Plan Authorization	Ben Watts	<p>The board discussed the potential future addition of a projector and screen to support meetings in locations that do not have an existing projection system.</p> <p>The budget recommended by the Treasurer was reviewed at the July meeting. Ben re-capped the budget plan. A motion was made to approve the plan, discussion was opened, the FY26 budget plan was approved. 11 yea, 0 nay, 1 abstain</p>
Action Item Review	David Smith	<p>Previous action items were reviewed, the following actions closed:</p> <ul style="list-style-type: none">• Ron/David/Adam to synch up on website configuration - tagups completed• Convene a communications committee - this was closed after the meeting• Review why web page does not work with android - problem resolved• Issue David a check for \$25 for the SCC - Ben provided a check• Review CivFed website, recommend updates/removals - David provided recommendations
President's Report	Nick Giacobbe	<ul style="list-style-type: none">• County Fair next week (Aug 15 – 17), 1 spot still open for volunteering• Police quarterly meeting is coming up• Sept 2nd candidates night - Nick has been in touch with all the candidates• Picnic is set for Sept 20th, invites went out, space is reserved• Banquet - Jean has been researching venues, the base still appears to be the best choice (cost, availability). Cost went up by \$7/person compared with two years ago. This is a different space. Speaker ideas include: Indigenous people from the area, Historian from Mt Vernon, someone who can talk about the future of Arlington, Arlington 2050 speaker. The board discussed having the banquet on the third weekend in April 2026. Note: Marymount pricing was high.• Oct/Nov Meeting Plan - Jackie is working on transportation, this could span two GM meetings. It was noted that we need a



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		<p>space in the fall for discussion on the comprehensive plan. The police chief will come back in October.</p> <ul style="list-style-type: none">• March Meeting Plan - School Board and Superintendent (Todd Truitt has been coordinating this)• It was noted that we need a rep to the vision 0.
Secretary's Report	Dick McNamara / Allen Norton	<ul style="list-style-type: none">• Action: Smith will tagup with Dick on cert prep. We need to work with Adam to update the cert form on the web.
Treasurer's Report	Ben Watts	<ul style="list-style-type: none">• NTR
Review of Arlington Appointments from CivFed	David Smith	Postponed to Sept meeting
Legislative Priorities	Dave Schutz/Allan Gajadhar	<p>We need to look at what's missing from Hope's past bill (related to TiGER).</p> <p>County has an aggressive timeline to layout their legislative priorities and have hired a consultant. The county commission chairs are supposed to send inputs ASAP. We need to move fast to develop a CivFed legislative agenda and pass by the October meeting. Our committees may have some input on positions they'd like us to take.</p>
County Fair	Nick Giacobbe	Covered above
Newsletter Plan	Allan Gajadhar	<ul style="list-style-type: none">• Send on Aug 23rd, deadline for articles Aug 18• Allan will send a reminder.• Needed:• President's notes - Nick (include note on candidates forum)• Member dues/ cert - David/Dick• Picnic – Nick• Transportation / including vision 0 – Jackie• Fair Recap - Nick• Committees – Jackie• Legislative - add a solicitation for priorities
Around the Room	All	<ul style="list-style-type: none">• Dick: the roundabout work near Dick's house is creating a lot of traffic• Ron: we still have some openings for the county fair support



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Meeting Adjourn	David Smith	Meeting was adjourned.

Submitted by: David R. Smith, Board Chair on 8/10/2025



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APPENDIX B. Assessment of CivFed WebSite (provided after the meeting)

Top Level	Sub Page	Assessment	Notes/Actions
Home	GM dates and posted artifacts from GM meetings	Ok to Keep	Is up to date
About Us	Past Board and Officers	Ok to Keep	Is up to date
	Member Organizations	Ok to Keep	Is up to date
	Committees	TBD	Action: Jackie will review these pages
Membership	Join	Ok to Keep	Action: Update/remove Eric Cassel as membership chair, add Jackie Snelling. Action: Update New Member Form to include email of the organization and indicate that this email and president's name will be provided to Arlington County.
	Membership Bylaws	Ok to Keep	Is up to date
	Annual Dues and Recert	Ok to Keep	Action: Update for FY26
	Member Forms	Ok to Keep	Action: Update to show that dues for FY2026 are \$65.00
Documents	Articles of Incorporation	Remove	Action: While the articles of incorporation are public documents, this version contains home addresses of the initial directors which we should either scrub or remove this doc all together.
	Certificate of Incorporation	Ok to Keep	Is up to date
	Bylaws	Ok to Keep	Is up to date
	Procedures	Ok to Keep	Is up to date
	Conduct	Ok to Keep	Is up to date
	Board Initiative	Consider Removing	This is outdated and not maintained
	Civic Association Toolkit	Ok to Keep	
	Open Data Initiative	Ok to Keep	Action: Could use an update on recent open data initiatives - FOIA. Restore



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			confidence resolution had some references to ths.
Archives	Meeting Archives	Ok to Keep	
	Newsletters	Ok to Keep	
	General Meeting Minutes	Ok to Keep	Action: Add link to bottom that links to old web page that has older meeting minutes
	Board of Directors Minutes	Ok to Keep	
	Budgets	Remove	Just keep in Google/Share
	Treasurers Reports	Remove	Just keep in Google/Share
	Resolutions	Ok to Keep	
Calendar	Calendar	Ok to Keep	
Donate	Donate	Ok to keep	