



Arlington County Civic Federation

BOARD OF DIRECTORS MEETING MINUTES, SUNDAY JUNE 14, 2026

Attendees	Board Role	In Attendance? Yes or No
Nick Giacobbe	President	Yes
Jean Henceroth	Vice President	Yes
Dixie Duncan	Secretary	No
Michael Bruce	Treasurer	Yes
David R Smith	Board Chair	Yes
Alison Babb	Board Member	No
John Ford	Board Member	Yes
Francine Friedman	Board Member	Yes
Allan Gajadhar	Board Member	Yes
Michael McMenamin	Board Member	No
Natalie Roy	Board Member	Yes
Dave Schutz	Board Member	Yes
Jackie Snelling	Board Member	Yes
Percentage of Board Members in Attendance:		77%
50% required to achieve quorum.		
Other Attendees	Role	In Attendance? Yes or No
John Snyder	Prior Board Member	Yes

Discussion Topic	POC	Discussion
Welcome and Call to Order	David Smith	Opened at 5:35 p.m. established quorum
Approve Previous Month Minutes	David Smith	Approved April Minutes. 9 yea 0 nea 1 abstain
New Board Orientation	David Smith	We spent the bulk of the meeting going around the room. Each board member introduced themselves and conveyed some of their goals.
Board Meeting Dates/Times	David Smith	The board to a virtual board meeting on July 12 @ 7:30 p.m. There was a request to spend some cycles in the board meeting discussing communication and messaging.
General Timeline (Quick Review)	David Smith	Not reviewed due to lack of time, but see Appendix A below
Action Item Review	David Smith	Not reviewed due to lack of time.



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<p>President's Report</p>	<p>Nick Giacobbe</p>	<ul style="list-style-type: none"> • June GM Meeting: The Annual Meeting went well, both the Public Services and P&Z resolutions passed and Nick is working transmittal letters • R&E Chair: Nick notified the board of his nomination of John Vihstat to chair R&E committee. A resolution was opened for the board's consideration. The board approved unanimously. • Sept GM Meeting: The Sept 8 General Membership meeting will include a candidates forum. Lois Koontz will help put together • Fair Support: A motion was made to pause having a CivFed booth at the County Fair for this summer. Discussion was opened. The motion to pause Fair support was approved: <ul style="list-style-type: none"> ○ 5 yea ○ 0 nea ○ 4 abstain
<p>Secretary's Report</p>	<p>David Smith for Dixie Duncan</p>	<p>The notes in this section were not discussed due to time constraints:</p> <p>Handover of the Board</p> <p>At a meeting held on June 11 (prior to the meeting with the County Manager), a motion was made to dissolve the current Board (FY26) and turn over the new FY27 Board. Discussion was opened, a vote was taken. All board members approved dissolving the current Board and allowing the new FY27 Board responsibility to begin.</p> <p>Board Chair Election</p> <p>Nominations were opened for board chair. Jackie nominated David Smith for chair, discussion was opened, a vote was taken. David was nominated as FY27 CivFed Board Chair.</p> <p>General Membership Meeting Recap:</p> <ul style="list-style-type: none"> • Public Services Resolution approved: <ul style="list-style-type: none"> ○ 34 YEA, 0 NAY, 1 ABSTAIN • Planning and Zoning Committee Resolution approved: <ul style="list-style-type: none"> ○ 42 YEA, 0 NAY, 1 ABSTAIN



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		<p>General Election Recap:</p> <table border="1"> <thead> <tr> <th colspan="3">OFFICERS</th> <th>% YES</th> </tr> </thead> <tbody> <tr> <td>President</td> <td>Nick</td> <td>Giacobbe</td> <td>100.0%</td> </tr> <tr> <td>Vice-President</td> <td>Jean</td> <td>Henceroth</td> <td>100.0%</td> </tr> <tr> <td>Secretary</td> <td>Dixie</td> <td>Duncan</td> <td>100.0%</td> </tr> <tr> <td>Treasurer</td> <td>Michael</td> <td>Bruce</td> <td>100.0%</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <th colspan="3">DIRECTORS AT-LARGE</th> <th>% YES</th> </tr> <tr> <td>Director At-Large</td> <td>Alison</td> <td>Babb</td> <td>97.6%</td> </tr> <tr> <td>Director At-Large</td> <td>John</td> <td>Ford</td> <td>100.0%</td> </tr> <tr> <td>Director At-Large</td> <td>Francie</td> <td>Friedman</td> <td>100.0%</td> </tr> <tr> <td>Director At-Large</td> <td>Allan</td> <td>Gajadhar</td> <td>100.0%</td> </tr> <tr> <td>Director At-Large</td> <td>Mike</td> <td>McMenamin</td> <td>100.0%</td> </tr> <tr> <td>Director At-Large</td> <td>Natalie</td> <td>Roy</td> <td>100.0%</td> </tr> <tr> <td>Director At-Large</td> <td>David</td> <td>Schutz</td> <td>100.0%</td> </tr> <tr> <td>Director At-Large</td> <td>David</td> <td>Smith</td> <td>100.0%</td> </tr> <tr> <td>Director At-Large</td> <td>Jackie</td> <td>Snelling</td> <td>100.0%</td> </tr> </tbody> </table>	OFFICERS			% YES	President	Nick	Giacobbe	100.0%	Vice-President	Jean	Henceroth	100.0%	Secretary	Dixie	Duncan	100.0%	Treasurer	Michael	Bruce	100.0%					DIRECTORS AT-LARGE			% YES	Director At-Large	Alison	Babb	97.6%	Director At-Large	John	Ford	100.0%	Director At-Large	Francie	Friedman	100.0%	Director At-Large	Allan	Gajadhar	100.0%	Director At-Large	Mike	McMenamin	100.0%	Director At-Large	Natalie	Roy	100.0%	Director At-Large	David	Schutz	100.0%	Director At-Large	David	Smith	100.0%	Director At-Large	Jackie	Snelling	100.0%
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Treasurer's Report	Michael Bruce	Not covered due to time constraints																																																																
Membership Committee Update	Jackie Snelling	Not covered due to time constraints																																																																
Newsletter Plan	Allan Gajadhar	Not covered due to time constraints																																																																
Meeting Adjourn	David Smith	The meeting was adjourned at 6:45 p.m.																																																																



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Submitted by: David R. Smith, Board Chair on 6/21/2026



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Appendix A - General Timeline

Month	Key Activity	Typical Payments	Meeting Focus
July	Select Board Chair Fair Prep Submit State Corp Commission Annual Report, pay registration Report, pay registration File income tax Finished/written Committee, Board, and President annual report	Constant Contact Website Mx/Domain/Mail Server County Fair Booth Virginia State Corp (update officers) Vimeo	No GM
August	Fair Approve Budget Plan Outreach to candidates for Sept candidate forum Consolidate follow-up from prior year, and plan for the year	Picnic Space rental	No GM
September	Picnic Generate input/priorities to Legislative/Board plan Kickoff member cert and dues	Zoom Insurance	Annual Candidates Forum
October	Kickoff CivFed County budget inputs (TBR) Identify Bank Audit Team		
November	Member Cert Complete Member Dues Complete		County Manager Round Table
December	Elect Awards Committee (check bylaws)	Pair Networks	Meeting with County Manager
January	Complete Bank Audit	USPS PO Box	
February			Meeting (work session) with County Board
March	Elect Nominating Committee (90-120 days prior to election)		School Board and Superintendent
April	Annual Banquet (TBR)	Banquet	Wellbeing, Transportation Resolution
May	Publish Nominating committee progress	Wreath for Police	Student Forum (Will not happen this year) Candidate's Panel (as necessary)



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			County Manager Round Table
June	Committee, Board, and President annual report presentation	Awards – already covered (except one) Photographer Constant Contact Budget Closeout – Transition to new Treasurer	Annual Meeting, Election New Board meets with the County Manager