



Arlington County Civic Federation

BOARD OF DIRECTORS MEETING MINUTES, SUNDAY JULY 28, 2024

Attendees	Board Role	In Attendance? Yes or No
John Ford	President	Yes
Nick Giacobbe	Vice President	Yes
Matt Gloudeman	Secretary	Yes
Ben Watts	Treasurer	Yes
David R Smith	Board Chair	Yes
Allan Gajadhar	Board Member	Yes
Dave Schutz	Board Member	Yes
Jackie Snelling	Board Member	Yes
Jean Henceroth	Board Member	Yes
Michael McMenamin	Board Member	Yes
Paul Holland	Board Member	Yes
Richard McNamara	Board Member	Yes
Ron Haddox	Board Member	Yes
Percentage of Board Members in Attendance:		100%
50% required to achieve quorum.		
Other Attendees	Role	In Attendance? Yes or No
Larry Padberg	Arlington Neighborhood Village	Yes

Discussion Topic	POC	Discussion
Welcome and Call to Order	David Smith	Quorum was reached. The meeting was called to order. The meeting was held at the Lubber Run Community Center and virtually via Zoom, called via email invitation.
Approve Previous Month Minutes	David Smith	June minutes approved. 13 Aye 0 Nay 0 Abstain
Action Item Review	David Smith	Previous month action items reviewed. Action: All: A request was made to send calendar updates to Adam after each meeting since he may not be on all board meetings.



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President's Report	John Ford	<p>September 3 GM Meeting - Candidates forum. All notices have gone out. Four candidates each for School Board and County Board. John will ask CivFed board members for input around the 20th of August for questions we ask the candidates during the forum.</p> <p>October/November GM Meetings - Jackie Snelling and Brian Harner are working on the agenda. They will send an email to committee chairs soliciting input. The meetings will be dependent on committee chair input. Jackie and Brian are considering having a 'pop quiz' during the meeting and they will ask each committee to come up with four questions/answers.</p> <p>Form of Government meeting August 19- Paul Holland will moderate and Dave Schutz is helping plan and prep. Likely will have a pre-meeting from noon to 5 on that day. Dave has sent a draft for the meeting/discussion document to the CivFed Board for review. A suggestion was made to ask the County to put an announcement for the meeting in their 'Engage Arlington' publication.</p>
FY25 Budget Plan	Ben Watts	<p>Ben reviewed the anticipated FY25 budget. The Board requested a few changes: 1) split out the picnic and banquet rows. Add \$500 for picnic funding and \$500 for banquet funding.</p> <p>A motion was made to approve the FY25 budget. There was no additional discussion, and the budget was approved. 13 Aye 0 Nay 0 Abstain</p>
Dues Discussion	David Smith	<p>After a review of the budget, and recognizing that the FY25 budget was balanced, a motion was made to keep dues the same as last year, which was \$65. There was no discussion. The FY25 dues were approved. 13 Aye 0 Nay 0 Abstain</p>
Discussion on Bank Audit	David Smith	<p>Bylaws indicate that a bank auditor should be appointed in June. Action: John: Identify a bank auditor.</p>
Update to Virginia State Corporate Filing, registered agent	David Smith	<p>We need to update the officer information and registered agent. Annual report is due 9/30, charter fee is \$50 Action: Matt and David: Get together to make the State corp updates.</p>



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Update on North Rosslyn Boundary Request	Allan Gajadhar	North Rosslyn reviewed the current boundary and let Allan know it was ok as is.
Arlington Neighborhood Village Membership	Jackie Snelling	<p>We received an application from ANV that went to Eric Cassel. He and the membership committee sent the board an email that ANV meets requirements and recommended a discussion at the Board meeting.</p> <p>Larry Padberg gave an overview of ANV, indicating that ANV is generally about 'neighbors helping neighbors'. The org supports things like transportation, home chores, computer help, etc. Last month there were 313 requests from members (now 400+). The ANV Arlington Chapter started 10 years ago. When established it was to support the elderly. There are 18 groups across Virginia. Note: membership in ANV does have a fee (\$500) with adjustments for those in need.</p> <p>Jackie put forward a motion that we hold a vote on the ANV membership at the next available General Membership meeting. 13 Ayes 0 Nay 0 Abstain</p> <p>Ron suggested that Larry provide this ANV at the next GM. Jackie followed that it may fit in the spring.</p>
Fair Prep & Volunteers	Nick Giacobbe	<p>We have received confirmation of our booth. By Tuesday of this week we should receive our booth assignment and loading/setup time.</p> <p>Still looking for volunteers.</p> <p>Action: Ron: Send a message to the Pike president's list requesting fair volunteers.</p>
Fall Picnic	Cory/Nick Giacobbe	Cory is working with the picnic committee and will pull together a proposal and get the proposal out to the CivFed Board via email.
Plan for August Board Meeting	David Smith	<p>A motion was made to hold the next board meeting on August 14th, 7 p.m., Zoom only. 12 Aye 0 Nay 0 Abstain</p>



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Use of Groups.io	Adam Henderson	<p>Groups.io is a listserv. It works like email. All you have to do to use it is add the groups.io email address to emails you want sent to the Board. Groups.io will record the emails but also forward to all members of the group.</p> <p>Action: Ron: Send the Board the Group.io paper he wrote last year. Action: Ron: Provide some Groups.io training after next month's meeting.</p>
August Newsletter Discussion	Matt Gloudeman	<p>Articles to include:</p> <ul style="list-style-type: none"> -Publish Aug 24, inputs due the 19th. -President's message (preview Oct and Nov) -GM recap - no need this month -Jackie will poll the committees for newsletter input. -ANV Introduction -Introduction to the Board -Candidate's Night -New co-chair (Parks & Rec) -Preparedness -Spotlight - do not include -Form of Government -Fair
Revised Membership Committee charter	Jackie Snelling	<p>The charter was reviewed, and adjustments made to include reference to 'diversity as referenced by DEBI' and to include boundary changes as a duty under member services.</p> <p>A motion was made to approve the Membership Committee charter. 12 Aye 0 Nay 0 Abstain</p>
Discuss a welcome email to new county auditor Wayne Scott	Jackie Snelling	<p>Since we had a resolution on needing an auditor, it was recommended that we send a welcome letter to Wayne and request a time to meet with the CivFed.</p> <p>Action: John and David: Discuss the recommendation to contact Wayne.</p>
Meeting Adjourn	David Smith	Meeting adjourned 5:15 p.m.

Submitted by: David R. Smith, Board Chair on 7/28/2024