

**Fairlington Citizens Association  
Executive Board Meeting Minutes  
Virtual Meeting  
April 13, 2022**

**Board Members Present**

- Guy Land
- Jenn Davies Beck
- Jennifer Clardy Chalmers
- Julie Butler
- Dianna Bentley
- Ed Hilz
- Paulin Leonida
- Lydia Redway
- Donald Staren-Dolby

**Board Members Absent**

**Quorum Present?**

- Yes

**Residents or other Attendees Present?**

- virtual meeting livestreamed on the FCA Facebook page

**Speaker Presentation and Resident Q&A**

- The Honorable Elizabeth Bennett-Parker, Delegate, District 45
- The Honorable Adam Ebbin, Senator, District 30

**Regular FCA Meeting**

Welcome - 7:03 PM

- President Land welcomes
- Announcements about upcoming events: Fairlington Villages sale, Fairlington Farmers Market starting soon (volunteers always needed), blood drive (sign up online), Fairlington 5K (sign ups and road closures), May FCA meeting to be in person with guest Katie Cristol)
- Board introductions

Resident Comments

- None

#### Call to Order - 7:10 PM

- President Land presides and notes the presence of a quorum.

#### Approval of Agenda

- A unanimous consent to approve the agenda (with adjustments as needed) distributed by President Land by email and presented on the screen

#### Approval of Minutes

- March 2022 minutes approved with no changes.

#### Officer Reports

- President: Report deferred.
- Vice President: No report.
- Treasurer: Electronic report submitted. No oral report.
- Secretary: No report.

### **Unfinished Business**

#### Diversity, Equity, and Inclusion Activities

- Director Redway reports that the first conversation went well (March). The toolkit recommends 1 hour, but after 1 hour the group was still deep in discussion. It is planned for 90 minutes (per feedback) next time.
- Next conversations (privilege, bias, equity) still need to be scheduled. They will continue to take place on Zoom for now and perhaps they will be in-person for the next round. This will be decided at that time.
- The next session will be in the next FCA, as well as placed on Facebook.
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#### Blood Drive

- Secretary Clardy Chalmers reports that sign ups have gone live for the May 2 blood drive. They have been posted in the large Facebook group. Possible other areas to promote it: on the website and at the Fairlington Farmer's Market, in addition to the Facebook page.
- Next one will be planned for early fall and the date will be sought after the May drive concludes. The problem is scheduling openings between FCC and the hospital. Currently blood drives will need a room vs. being able to just use the bloodmobile.

#### Multi-Unit Building Permits

- Director Bentley spoke to the Arlington County Permitting Office. Residential units are considered attached 1-2 family dwellings or townhomes less than 3 stories tall. Commercial all units that aren't residential. Some multi-units are attached and some are detached. The explanation is not 100% clarification on the question as to why some have to get commercial and some don't.
- Fire Suppression systems were specifically asked about. Because it's residential alterations, it should not require anything outside in common areas.
- The commercial and residential applications are different, however it's possible that the answer as to which may need to be filled out could change based upon the county staffer that is asked. It is also possible the changes are based upon who fills it out (residents vs. contractors) and their own prior experience.
- Follow up with this topic will be done within the community.
- The topic will also be in a future AFB in order to educate the community. The last time ran was 2017.

## **New Business**

### Fairlington 5K Contribution

- Vice President Davies Beck reports on road closures for the running route. Closures start at 8, but the cones are set out/ staged earlier. Everything is usually done no later than 9:30. FCA has asked all of the Associations to also communicate race information to residents, as well as Courtbridge.
- There is a new canine companion category this year in cooperation with AWLA.
- There is still a need for a few volunteers to help as route monitors, so another call will be going out for these.
- There has been an increase in fees associated with races, particularly in terms of the safety (police) fees. Fees are thousands of dollars now and much more than in previous years. The Fairlington 5K asked for a contribution from FCA to help offset costs.
- Treasurer Hilz asks to please get information for who to make the check out to. Vice President will follow up with these details
- Donald notes offsets in the budget will be needed if approved, but it is a worthy cause.
- President Land asks for unanimous consent for a \$1000 contribution to the Fairlington 5K and future planning for it. No objection.

### Swag Payment Options

- Director Leonida looked at PayPal and Square. She created a chart with results and will send it out to the board for comparison purposes.
- Question about swipe object: can multiple use? Director Leonida does not yet have an

answer from Square. Secretary Clardy Chalmers says, yes, multiple people can use the Square swipe terminal based experience with Square. The swipe terminal can be used on various devices and it only matters that the user has the correct one (Android vs. Apple).

- The fee for the service is comparable between PayPal and Square, however Square seems more user-friendly. There is no desire to repeat the PayPal experience and Square is often used by vendors.
- It is noted that an email address is needed for Square and it is recommended that a separate Gmail address be created for swag items. The PayPal address is also used for the advertisers and this causes issues the board wants to avoid.
- There is a recommendation from the board for Square and to acquire 1 card reader/ swipe terminal for each type of phone system. These will be left with swag.
- President Land recommends that overseeing Square and the transactions be kept with Treasurer role starting next year, if the system works and will continue to be used.
- Square to be used going forward for swag

#### FCA Logins and Knowledge Continuity

- Vice President Davies volunteers to start a general list of all FCA logins, info, etc. for the purposes of having the information accessible and knowledge staying with the board as members rotate.

#### Fairlington Christmas Ornament

- President Land notes that as many as 88 ornaments were possibly left un-delivered due to the issues with PayPal. He is dealing with and will email all of the customers, who will be able to either pick up an ornament or receive a refund through PayPal)

#### EV Charging Stations

- President Land moves this topic to future meetings.

#### Future Programs

- President Land suggests inviting Arlington County Police to speak at the June meeting.

#### IRS Audit and Tax Returns

- Treasurer Hilz notes that the IRS audit of the 2020 FCA tax return has been resolved. There was an overpayment.
- Director Leonida motions to approve 2021 tax. The motion is seconded by Treasurer Hilz. The motion passes.

#### Adjourn

President Land asks for unanimous consent to adjourn. Consent given. Meeting is adjourned at 8:54 PM.

Submitted by Jennifer Clardy Chalmers, Board Secretary