

**Fairlington Citizens Association
Executive Board Meeting Minutes
Zoom Video Call & Facebook Live
November 10, 2021**

Board Members Present

- Guy Land
- Jen Davies
- Chris Weathers
- Ed Hilz
- Julie Butler
- Paulin Leonida
- Jennifer Clardy Chalmers

Board Members Absent

- Lydia Redway

Quorum Present?

- Yes

Residents or other Attendees Present?

Speaker Presentation and Resident Q&A

- Jason Daisey, WETA
- Mary Stewart, WETA
- Mauro Aguilar, WETA

Regular FCA Meeting

Call to Order - 7:48 PM

- President Land presided and noted the presence of a quorum.

Approval of Agenda

- There was unanimous consent to approve the agenda distributed by Guy Land by email.

Approval of Minutes

- There was unanimous consent to approve the October 2021 minutes distributed by Secretary Weathers by email

Officer Reports

- President, No report.
- VP reports that she will be soliciting interest from current board members, individually, on serving on the board in 2022.
- Treasurer Hilz asks what notice may be needed for 2022 board member elections.
- Secretary, No report.

Unfinished Business

December Blood Drive

- Director Clardy Chalmers reports that asking for volunteers for unloading and reloading is upcoming, as are cookies (from VP Davies).

Diversity, Equity, & Inclusion

- President Land checks in with attending board members if there is any action needed. None noted.

Santa Ride

- VP Davies reports that the Santa Ride will begin at December 11 at 2 PM with Fire Station 9. VP Davies will check with Abingdon ES for the coat drive drop off options.

New Business

Survey Monkey Renewal

- Treasurer Hilz reports that he tried to access Survey Monkey to renew the account, but the password does not work. President Land recommends touching base with former Director Calise to see if he knows the password.
- President Land infers that the board may be interested in keeping SurveyMonkey.com.
- VP Davies points out that Google Forms could be a good option and perhaps we wait to see if we really need Survey Monkey.

Fairlington 5K

- President Land covers a brief history of FCA role in the 5K as primarily being the effort behind obtaining permits for road closures. Proceeds to cover costs for the race for the community and participants, field day at Abingdon ES and A Cure for Ellie.
- VP Davies concurs with President Land.
- Director Leonida asks what challenges have existed. VP Davies responds that mostly it is how road closures affect residents in the community. President Land expands upon the challenges for residents who are not aware of the closures, including Courtbridge.
- Board confirms support for the Fairlington 5K in spring 2022.

Annual Meeting Plans

- President Land has secured Room 118 for the Annual meeting and expresses that the board needs to make sure we are able to stream the meeting online and asks for volunteers to check our equipment and the capabilities.

- Board members discussed the difficulty of knowing if we can stream the live meeting.
- President Land suggests that we continue to hold the live meeting, advertise it as such, and if we can pull together the live streaming, then we execute then. Board members are invited to share thoughts or other solutions for streaming a live meeting.

Communications Plan

- Due to coordination with Regina Bethencourt, President Land defers this issue to another meeting.

SWAG Sales & Record Keeping

- Director Leonida reflects on her experience working with SWAG Sales and offers feedback that more instruction would be helpful for accounting and recording.
- Treasurer Hilz brings up the challenges of PayPal payments from SWAG Sales.
- Director Leonida created a log of transactions from her experience at the Fairlington Farmers Market and has offered to create a spreadsheet for volunteers from the board that execute SWAG Sales that will help with reconciliation for the Treasurer.
- Director Butler offers to administratively work with online Fairlington Christmas Ornament Sales
- President Land expresses a need to also inventory our SWAG and decide what we need for future sales.
- VP Davies invites Treasurer Hilz to let the board know what will be helpful for his accounting and reconciliation needs, as it relates to SWAG sales.
- Director Leonida restates her intent to design a spreadsheet that will help with reconciliation.
- VP Davies offers that Ornament Sales may be effective at the Santa Ride
- Director Leonida & VP Davies will coordinate to make sure the credit card swipe equipment works before the Santa Ride.

Adjournment

- President Land seeks unanimous consent to adjourn; no objections
- Adjourned at 8:58 PM

Submitted by Chris Weathers, Board Secretary