

**Fairlington Citizens Association
Executive Board Meeting Minutes
Fairlington Community Center
3308 S Stafford St
January 11, 2017, as approved**

Board Members Present

President Guy Land
Vice President Jonathan Ansley
Treasurer Ed Hilz
Director Jen Davies
Director Chris Weathers
Director Evan Harvey

Board Members Absent

Secretary Lindsay Willmann
Director Kent Duffy
Director Hugh Baumgardner

Call to Order

The Executive Board meeting was called to order at 7:06 pm. President Land presided and noted the presence of a quorum.

Approval of Agenda

There was unanimous consent to approve the agenda distributed by President Land by email and hard copy.

Approval of Minutes

There was unanimous consent to approve the minutes of the meeting of December 14th, distributed by email January 10th. (Note: Next year we should rename the December Meeting “Annual Meeting” instead of “Executive Board Meeting.”)

Officer Reports

President

Deferred

Vice President

Deferred

Treasurer

Deferred (Financial statements distributed via email)

Secretary

Deferred

Unfinished Business

None

New Business

Standing Procedures and Practices

Standing Procedures and Practices for 2017 were unanimously approved.

Appointment of Delegates and Alternates to Arlington County Civic Federation

The Board appointed four delegates and four alternates to the Arlington County Civic Federation with unanimous consent. The delegates are the four officers (President Land, Vice President Ansley, Treasurer Hilz and Secretary Willmann) and the alternates are (Director Duffy, Director Baumgardner, Director Weathers and Director Davies). President Land noted that ideally, it would be nice if we could have representation, though it is not mandatory. President Land attends most of the time.

Alexandria Federation of Civic Associations

In the past, President Land has recruited Andi Dies (who does not live in Fairlington but lives nearby in Holmes Run). Land noted this was sufficient as no Alexandria school boundaries directly affect the Fairlington part of Alexandria. The Board approved a re-nomination for Ms. Dies with unanimous consent.

Appointment of Delegate and Alternate to Fairlington Neighborhood Conservation Committee

The Board approved Treasurer Hilz and Director Harvey as representative and alternate representative to the Fairlington Neighborhood Conservation Committee with unanimous consent.

Appointment of Bylaws Committee

The Board approved Director Davies as Chair of the Bylaws Committee with Secretary Willmann and Director Duffy as members.

Appointment of Audit Committee

The Board approved Director Weathers as Chair of the Audit Committee with Treasurer Hilz and Director Harvey as members. The Audit Committee also looks at the work of the Treasurer.

Neighborhood Conservation project

Treasurer Hilz provided information on the Abingdon Street sidewalk Neighborhood Conservation project and noted that the adjacent hillside will not be affected. The sidewalk will be built in the street between South 31st Street and South 31st Road and two parking spaces will be lost. President Land will send a letter to Angela Marshall, Arlington NC Program, explaining that the Abingdon sidewalk project is FCA's first priority project for the NC Program's 2017 Spring Funding Session. The project will go into a queue. There is a point system for prioritizing projects. This project may get points for creating a safe walking route to Abingdon Elementary

2017 Budget

President Land explained that we need to have a separate meeting in the spring with Beth Andrews, AFB Ad Manager. We should also include Noemi Lopez, AFB Distribution Manager in the conversation. The current compensation model was designed for a smaller AFB and the current arrangement is financially unsustainable. We lost about \$2,000 in 2016. The Board decided to keep SurveyMonkey in the budget, but plans to find out if it can be dropped with Facebook polls as a replacement. SurveyMonkey payment is due in October or November, so there is time before a final decision must be made.

The Board passed a number of amendments to the 2017 budget, including: Home Improvement Event \$1,100 (expected profit), \$500 for a fall community event (to be determined), and a reduction in repairs of \$500. The Board agreed to vote on the budget at the February meeting. Over email on January 26th, Treasurer Hilz motioned that the FCA Board accept the proposal from Rick Castro (FCA's account representative with Thompson Greenspon) that the monthly accounting fee will be a flat rate of \$300 (not

including postage) for approximately 3.25 hours of staff time to prepare the FCA checks and provide an updated general ledger. Director Weathers seconded and the motion passed with five votes (Treasurer Hilz, President Land, Director Weathers, Director Duffy and Secretary Willmann).

Fairlington 5k

In the past, we have fronted some money in support of the 5K and have been repaid later. The Board discussed the possibility of the 5k team setting up its own 501C3. In the past, the Abingdon PTA handled donations and money for 5k. It was onerous on the PTA treasurer. The police are probably the biggest expense. FCA's goal is neither to make nor lose money in support of the 5k. The Board can help pay permits, but will expect reimbursement. Director Davies agreed to be the FCA liaison with the 5k team.

Community Events

North Fairlington had a successful Octoberfest in 2016. They are open to making it a Fairlington-wide event. The Board considered acting as sponsor in the future. Treasurer Hilz is adding \$00 line to budget a "fall community event." Depending on the Board's preference, this could be used for Halloween or Oktoberfest expenses.

Home Renovation Seminars

Director Weathers outlined the Board's current commitments to the Expo seminars, which include DeLong and NoVa installations. The fee is \$350 per contractor. Ideally, the Board would like to have contractors at the seminar who also have work showcased on the Home and Garden Tour this spring. Director Weathers will send an email asking if Board members can help serve on March 5th, and is expecting will need a prompt response to the email.

Spring Program Lineup

The Board has a number of items on the spring agenda, including: Police and Fire representatives in February, Alexandria Gateway coordinator Danny Abramson in March, Arlington County Board member Katie Cristol in April and possibly School Board member Jim Lander in May or June (though he is up for election which would be a break in FCA tradition). The Board will also probably invite Barbara Kanninen for a presentation later in the year.

Website and Facebook page management

Vice President Ansley plans to take over website responsibilities from Christine Chirichella. He also encourages the Board to consider (and research) the possibility of having a more formal presence on NextDoor.com.

All Fairlington Bulletin

The Board had a general discussion about editing and the possibility of continuing to pay Christine Chirichella for intermittent editing work. Additional editing work may need to be distributed to other Board members, and Director Harvey offered to help as needed.

Adjourn

President Land motioned to adjourn, which was approved with unanimous consent.

Respectfully submitted,
Lindsay Willmann, Secretary