

**Fairlington Citizens Association  
Executive Board Meeting Minutes  
Fairlington Community Center  
3308 S Stafford St  
November 9, 2015, as approved**

Board Members Present

President Guy Land  
Secretary Carol Dabbs  
Treasurer Ed Hilz  
Director Jonathan Ansley  
Director Gretchen Fallon  
Director Joe Hartman  
Director Mark Jones  
Director Chris Weathers

Board Members Absent

Vice President Kent Duffy

Special Presentation – Third District Commander Capt. Adrienne Quigley  
Arlington County Police

Captain Quigley’s presentation was followed by multiple questions and answers, providing insight into the situations and responses in Fairlington in recent months.

Public Comment Period -- (speakers limited to 3 minutes each)

No comments offered.

Call to Order

The Executive Board meeting was called to order at 8:00 p.m. 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 on November 8th, as there was to take items out of order.

Approval of Minutes

Secretary Dabbs provided a draft of the October minutes on November 7th by email. These minutes were approved 5-0-4, with the 4 who were absent from that meeting abstaining.

Officer Reports

*President—deferred to other agenda items.*

*Vice President--absent*

*Treasurer*

Treasurer Hilz sent financial reports by email on November 7th, including the following documents:

- Bank Accounts
- Nov AFB P&L
- General Ledger Jan-Oct (checks issued in October are on pages 4-5). Also, after October 15 an additional check was issued for \$1,359 to Chubb for the annual premium of FCA's liability and crime insurance policy.

*Secretary*

Voicemails in October and November were a realtor checking about attic conversions, and use of FVCC for Arlington Neighborhood Village coffees.

The Board voted by email to approve a letter on Alexandria Gateway presented by President Land, 8-0-1.

Other Reports

*Community Facilities Study--deferred*

*South Arlington Working Group--deferred*

Unfinished Business

None

New Business

*Santa Ride*

President Land first confirmed with the Board that we do want to do this, and brought up the questions of when and who among us would serve as coordinator. Treasurer Hilz suggested that identifying a coordinator would be the first priority. Director Hartman has a potential candidate, but asked for a description of the duties. President Land described these as getting the Santa suit to/from fire station and cleaners, and buying candy for kids which fire truck would distribute and delivering it to the fire station. Director Ansley volunteered to take this on. After discussion, we selected December 12<sup>th</sup> as the preferred date.

*Home Renovation Expo*

Director Weathers reported that he's identified March 5<sup>th</sup> as an available date for the expo. We'd pay \$1,080 for the space that would be needed—3 classrooms plus room 118 from 9 am -1 pm. Chris has contacted 3 of the contractors who advertise heavily in the AFB to discuss the idea of contributions. He believes that we could also find other sponsors, and that there would be enough to cover these costs. We discussed the need to check with the insurance agent for our D&O insurance re: liability insurance for the event. We would also need a few hundred dollars for refreshments. For example, if we got \$275/vendor from six vendors, that would likely cover our costs.

Director Jones moved, and Director Hartman seconded that we go forward with a home renovation expo on March 5<sup>th</sup>, that we begin to publicize the event, and that we authorize

Director Weathers to reserve the rooms with the understanding that payment can be made later. The motion passed 8-0. The overall concept is that room 118 has space for tables for vendors to advertise their services and/or wares, while the smaller rooms would be used for seminars on specific topics, such as variances, increasing unit value with updated kitchens/bathrooms. Pricing structure and potential cancellation plans for vendors remain to be determined. For example, we could have a flat rate for exhibit space, with add-on fees to present at a seminar.

*Neighborhood Conservation Committee--deferred*

*Fairlington Day*

President Land indicated that the big question about this event is whether holding it in the spring or fall is better for us this year. He favors fall, due to our plans for the Home Expo in March, and the Fairlington 5K in April, both of which will require a lot of us. Also, in the fall, there is less competition from other neighborhoods for petting zoos, etc., and less strain on our regular donors. It also gives us more time to organize volunteers we will need.

*Fairlington 5K--deferred*

*All Fairlington Bulletin Print Run--deferred*

*Survey Monkey Subscription*

Secretary Dabbs moved and Treasurer Hilz seconded that we spend \$204 to renew our annual subscription to Survey Monkey; the motion passed 9-0.

*Alexandria Federation of Civic Associations Membership*

Treasurer Hilz moved, and Secretary Dabbs seconded a motion that we pay \$30 annual dues to rejoin the Alexandria Federation of Civic Association, which passed 9-0.

*Arlington County Civic Federation 100<sup>th</sup> Anniversary Dinner—deferred*

*Spring program schedule--deferred*

Adjourn

A motion to adjourn the meeting was made, seconded, and passed at 8:59 p.m.

Respectfully submitted,

Carol Dabbs, Secretary