

**Fairlington Citizens Association  
Executive Board Meeting Minutes**  
Fairlington Community Center  
3308 South Stafford Street  
Arlington, Virginia  
September 11, 2013, as approved

**Resident Forum**

Congressman Jim Moran spoke and answered questions from the large group of FCA members present.

**Executive Board Business Meeting:**

Board Members Present:

President Guy Land  
Vice President Kent Duffy  
Secretary Carol Dabbs  
Treasurer Ed Hilz  
Director Jacob Gelbaum  
Director Joe Hartman  
Director Mark Jones  
Director Carrie Street  
Director Michelle Woolley

Call to Order

The meeting was called to order at 8:11 pm.

Approval of Agenda

There was consensus to accept the Agenda as emailed to us by the President, and we further agreed that items may be addressed out of order to meet our time constraints tonight.

Approval of Minutes

The Chair asked for unanimous consent to the August minutes, with the change suggested by Michelle. All Board members were in agreement.

Officer Reports—were foregone in lieu of more urgent agenda items.

*President Land*

*Vice President Duffy*

*Treasurer Hilz*

Treasurer Hilz had circulated the usual four documents (General Ledger, AFB Profit and Loss Statement, Certificates of Deposit, and FCA Financial Report) to the Board in advance of the meeting, but discussion was deferred due to the urgency of other agenda items.

*Secretary Dabbs*—not discussed due to urgency of other agenda items, but report includes:

Voice Mail box—There have been the usual assortment of messages left, including advertisements and requests for information about condo associations, as well as a call from

Delegate Rob Krupika's office requesting an opportunity to speak to the FCA, which was referred to President Land.

*Other:*

### **Unfinished Business**

#### *Fairlington Farmer's Market (FFM)*

We had a presentation by working group co-chairs Lane Erwin and Melissa Beene. President Land expressed amazement at the amount of work accomplished, especially given the short time frame. On October 3, they will brief the community on the timeline and remaining issues in the existing plan for the FFM. There will be ample opportunity for residents to ask questions as well during this meeting. This will provide a response period for residents to speak to the FCA Board; at the November Board meeting, the Board will consider a resolution in support of the FFM. Meanwhile, the committee continues to work out problems, and to move forward with the process with the County with will enable opening as planned in April 2014. The Committee expects that the community be quite supportive, but that is not a reason for the Board not to provide an open and transparent process.

They thanked us for the opportunity to present the status and plans to us. The Committee has about 12 members who are very active. They gave us an overview of the market structure, governance, etc. They described the locations researched and the reasons to locate the market at FCC, which include: zoning, costs, accessibility, layout, proximity, and ease of access. The FCC staff have been very supportive. As this is a very busy center, the only available timing is on Sundays, when rest rooms are open anyway. Probable schedule is 8 am -1 pm, operating April-November. They anticipate having about 12 or so vendors at start-up; the space can hold up to about 20 vendors. The focus will be on food, rather than crafts. Vendors would set up on the back plaza. Counting only non-resident parking, they identified a total of 145 spaces. Resident interviews show some concerns about parking, but still high interest in the market.

With respect to governance, they have identified an organizational home for FFM, so that they don't have to start from zero. Rob Swennes, of Field to Table (FTT), has agreed that it can be the parent company; Fairlington Farmer's Market would be part of their organization. FTT would provide start-up funds, bank account, established procedures, etc. The legally and financially responsible organization would be FTT. Losses or surpluses would go to FTT. They met with Hunter Moore of Arlington County Manager's Office, who was pleased that FTT, an experienced organization, will be submitting the application to the county. Vendor management and recruitment will be handled by FFM; Carrie is currently the FCA representative on their market committee; they have also agreed to have two or three members of the FFM committee on the FTT board.

They were encouraged to have this application run parallel in time with the Arlington Mill Farmer's Market application to be submitted by CPRO (Columbia Pike Revitalization Organization) They will submit on September 23<sup>rd</sup>; before the October 3<sup>rd</sup> Fairlington community meeting. We'll wait until after the community meeting, but apply before the November 13<sup>th</sup> FCA meeting, when the FCA Board will consider a resolution in support of the

FFM, as it's a draft application at that point. The only flag on timing is that Committee representatives will meet with a bigger group of Arlington County staff after draft application submission to discuss the details of the plan. Not sure when staff will want the application to be finalized, but it would need to be after the November 13<sup>th</sup> FCA meeting when the Board will consider a resolution in support of the FFM.

They held a meeting on May 20<sup>th</sup>, and have sent multiple email updates, and have canvassed in the immediate vicinity of FCC, and have had a number of casual contacts with the community about this potential activity. Opposition and issues have been received from 3-4 persons, who are consistently negative in their responses to all communications. Those persons have been vocal, and have begun approaching County staff. Objections have been about location; FCC is better for many reasons. The opponents plan a meeting at FCC on September 30<sup>th</sup> at 7 pm. The Committee representatives plan to attend and listen.

Director Gelbaum asked if there is a specific ratio required between the size of the market and the number of parking spaces? The Co-chairs did not have information on this, but will check. There has been no negative reaction from Hunter Moore to their estimate of 20 vendors and 145 spaces. They plan to count the number of occupied spaces of the 145 available on Sundays at 8 am, 11 am, and 1 pm to see how many are currently unused at those hours.

Treasurer Hilz asked what the FCA link to the FFM is anticipated to be in the long run? The response was that this is an FCA Committee, so the committee-convened meetings are FCA activities. But the FFM becomes an FTT activity once Arlington County approves it; we continue to have a connection by means of a representative on the FFM committee, per President Land. Rob Swennes, Director of FTT, perceives this as an activity in partnership with FCA throughout. Director Gelbaum suggested that there be a specific point at which FFM ceases to be an FCA committee activity. He was concerned that we be able to identify when it's not ours anymore.

President Land again lauded the efforts and results of the FFM Committee, and especially its Co-Chairs.

*Insurance Coverage—deferred to November meeting.*

*70<sup>th</sup> Anniversary Tree Planting—not discussed due to lack of time.*

### *Recycling Day*

Director Jones had distributed a proposal to us by email, which we discussed. Our event would include paper shredding only. Board members asked questions, the answers to which clarified that there would be a need for a definition of the size limit which could be submitted for \$5, the roles and sufficiency of four representatives of FCA to assist at the event, and that liability insurance is not needed for this event. We decided on November 3<sup>rd</sup>, rather than November 11<sup>th</sup>, for the event, and agreed on the desirability of continuing efforts to obtain a sponsor for the event so that we needn't charge participants for each box/bag of materials to be recycled.

*Fairlington 5K—not discussed due to lack of time.*

The following email provided a report from Director Hartman.

**From:** Joseph E. Hartman <JoeHman@comcast.net>

**Sent:** Thursday, September 12, 2013 8:04 AM

**Subject:** Re: August EB minutes--draft

Folks, I just wanted to provide a brief update on the 5-K, since we weren't able to get to it last night. We had our first meeting, and have divvied up responsibilities going forward. We're looking at a tentative date of April 4, 2014. The only pressing thing in terms of time is that I need to file our Special Event Application with Arlington County by the end of the month, so that we can request an "Event Fee Reduction." Arlington permits non-profits to make such a request, which could significantly reduce or eliminate the cost of police presence for the road closures, but the request has to be in by the end of the month.

With that in mind, I'll be sending around a draft Special Event Application in the next week or two so that you can all look it over and offer any suggestions or changes prior to filing.

*Architecture Tour—not discussed due to lack of time.*

#### New Business

##### *Appointment of Nominating Committee*

President Land entertained nominations from the Board; the following Board members indicated their willingness to serve: Vice President Duffy as chair; Treasurer Hilz and Director Hartman as members. There was unanimous consent to this composition of the Nominating Committee.

##### *FCA Intern—no discussion due to lack of time, but Secretary Dabbs reports:*

Although we did not have a formal electronic vote, seven Board members agreement in emails with the idea that the Social Media Intern be continued through the end of this semester (per Duffy email of 9/4/13).

##### *FY2013 Budget Revision*

Treasurer Hilz had circulated a Budget Update and General Ledger in advance of the meeting, but we did not discuss, due to lack of time.

*Park Shirlington—no discussion due to lack of time.*

#### Adjourn

President Land adjourned the meeting at 9:00 pm.

Respectfully submitted,

Carol J. Dabbs  
FCA Secretary