

## Board Meeting Agenda/Minutes

7:00 pm, Thursday, Jan 16, 2025, at Gatehouse-Rm 4300, Merrifield, Va

**Call to Order** – Tim Thompson, President  
Venue changed to Rm. 4050.

### **Old Business** –

1. Approve prior minutes – October 10, 2024 and November 21, 2024
2. Treasurer report – Jeff Parnes, Treasurer (Attached)
3. Website merger  
**Motion:** Transition to single website. <https://www.fairfaxfederation.org/>  
J. Parnes had registered the Federation domain as sub-domain of the Parnes website.  
**Motion:** Transfer Federation domain name. Anticipated cost: \$18/year.  
**Motion:** Create position of Federation archivist. Amended motion introduced by N. Trainer. Amended: Present certificate of appreciation and gratitude for history of Federation service to J. Parnes.  
Motions introduced by S. Kovach Shulman and seconded by D. Fitzgerald.  
**Discussion:** Without job description, Federation Archivist may be beyond the scope of the organization to manage. Recommend archival material be provided to the Virginia Room, City of Fairfax Regional Library.  
**Vote:** All members present voted for the motion. The motion carried.
4. COY Banquet update  
**Motion:** COY event must be revenue positive.  
Motion introduced by N. Trainer and M. Jameson.  
**Discussion:** Perhaps difficult to achieve without collection of dues for several years. Consider Celebrate Fairfax as a venue. Mission is to promote the county. Location: Tyson's Corner. <https://celebratefairfax.org/calendar/>  
Motions introduced by P. Smaldore and seconded by S. Kovach Shulman  
**Vote:** Ten members present voted for the motion. Two members voted against.  
The motion carried.  
  
**Motion:** Board suggestion and guidance to the COY Committee to 'cap' the COY event cost at \$4,000. Motion introduced by N. Trainer and seconded by M. Jameson.  
**Discussion:** Cap determined by calculating an estimated \$75 per 75 attendees. The calculated amount of \$75 for 75 attendees is \$5,625. Need to limit free attendees to awardees + one. Need line item for the COY in the next budget and prepare timeline of COY event milestones.  
**Vote:** Ten members present voted for the motion. Two members voted against.  
The motion carried.

**New Business** –

5. Change Time Period for Paying Federation Membership Dues  
S. Kovach Shulman and M. Jameson have extensively reviewed the membership rosters and are developing approaches to re-engage lapsed members including announcement of new members and development of a new member Welcome Letter. Currently there are several, 7 or 8 positions, on County Boards reserved for the Federation. At present, four committees are active. M. Jameson holds 2 committee positions. Other positions could be filled by interested members. The Board requires all committee chairs serving at the behest of the Federations should update the Board on a regular cadence about Committee activities. **T. Thompson to review open Federation County Board positions.**  
**Motion:** Amend Bylaws from fiscal year for dues to calendar year (Section 4, Article 3). Motion introduced by M. Jameson to reduce the organization’s accounting burden by changing dues payment from July 1 to June 30 to calendar year, January to December. **The Board cannot amend Bylaws by motion.** Therefore, Motion was amended to send notice of request for change of dues timeframe to Bylaws Committee. Membership to vote with 30 days written notice on proposed Bylaws changes at the May 2025 meeting.  
**Discussion:** There is a benefit to a clean audit statement. The Federation files IRS Form 990 as a 501 (c) (3). Form 990 provides the public with financial information about nonprofit organizations. What is the benefit of joining the Federation if an association belongs to the district organization? Federation benefits include: 1. Voting, 2. Contribution to the legislative issues package. 3. Ability for associations to coordinate across districts. Who are the Bylaws committee: B. Barfield, T. Thompson, K. Ward, E. Young, L. Whittenburg, M. Crawford.  
**Vote:** All members present voted for the motion. The motion carried.
6. County sanitation department changes. Information distributed to membership <https://www.ffxnow.com/2024/12/12/fairfax-county-to-begin-major-overhaul-of-waste-collection-system-next-year/>
7. Comprehensive High School Boundary Study (deferred)
8. Northern Virginia Senior Softball. Recommendation to publish info on website
9. Newly Proposed Voucher Reimbursement for Personal Expenses (template attached)  
Voucher for reimbursement is intended to be pre-approved prior to distribution of Federation funds.
10. Fairfax County predicts a \$292.7M budget shortfall. Potentially a \$900 tax increase across the County. Federation Budget Committee meeting on County budget recommendations, March 8, 2025.

**District Council Reports –**

Braddock – Mike Perel

Franconia - **Need Representative**

Mason - Mark Crawford: 4 home invasions in the Lake Barcroft area. Plan to contact FCPD Crime Prevention Officer for Mason District for community crime preparedness.

Mount Vernon - Marty Sanchez-Lowery

Providence – **Need Representative**

Springfield - Jim Kirkpatrick

Sully – Lewis Grimm (excused)

**Committee Reports:**

**Website Committee:** Objective to update website to remain invigorated and ‘fresh’ (timely).

**Discussion:** Federation Facebook Page. Collaboration with association management companies. Limited number of management companies in the area. Potential legislative alignment in approach to insurance coverage, availability, and ADU: Alternative Dwelling Units. Suggestion to contact CAI: Community Association Institute (Amy Kesler).

**URGENT** response needed to revise SB1270 legislation.

<https://legiscan.com/VA/text/SB1270/id/3048824>. Federation response being drafted for distribution to VA General Assembly sponsor Senator Hackworth. **Recommend** President Thompson email membership about results of recent legislative trip to Richmond, 1/15/25

**Environment Committee:** Plan to focus on actionable objectives in lieu of publishing from the Federal Register.

**Education Committee:** An ‘Educate Fairfax’ letter written by Lynette Henry, PhD is ready for publication with Federation introduction. Educate Fairfax is the nonprofit education foundation for Fairfax County Public Schools

**Patient Safety Committee:** Patrick Smaldore has reached 10 years of Federation membership.

**Summary of Action Items –**

**Next Meetings –**

**Next Membership meeting:** Jan 23, 2025 7pm– Gatehouse Café, Merrifield Va

**Next Board Meeting:** Feb 20, 2025 Rm 4300 Gatehouse Merrifield, Va

**Board Meeting:** 3<sup>rd</sup> Thursday every month

**Membership meeting:** 4<sup>th</sup> Thursday every month

**Adjourn:** 8:50 PM

**Recorded by:**

**Attachments:**

1. List of Board Members, as of Aug 2024
2. Treasurer’s Report

3. Various Committee & Officer Reports
4. Budgetary Outline for 2025 COY Banquet

**Attachment 1 - Board Members, as of Aug 29, 2024**

Board Member	Attend	District Council Rep.	Standing or Support Committee Position	Elected Position
(vacant)			Citizen Association Services	
(vacant)				
(vacant)				
Alejandro Mattiuzzo			Audit (PENDING)	
Alex Vassalotti			Environment (PENDING)	
Annamarie Swope			Education, SBAAP Adv Cmty	
Anna Dixon	X			
Bill Barfield			Legislation, COY, Nominating	Recording Sec, Past President
Cary Campbell			Transportation	
Catherine Mortensen			Audit (PENDING)	
Charlotte Hannagan	X		Webmaster	
Dave Fitzgerald	X		Environmental	
David Edelman			Budget	
Dennis Hays			Library (PENDING)	
Doug Birnie	X		Human Services	
Gabe Goldberg	Regrets		Public Safety	
Jeff Parnes			Transportation, Resolutions, Finance, Webmaster	Treasurer
Jim Kirkpatrick		Springfield		
John Jennison			Representative to SCC	Past President
Kathy Kaplan			Library (PENDING)	
Lewis Grimm	Regrets	Sully		
Luann Whittenburg	X			Corresponding Sec.
Mark Crawford	X	Mason		
Marty Sanchez-Lowery	X	Mt. Vernon		
Matt Bell			Land Use	
Mike Fuard			CitizenAssocSvcs (PENDING)	
Mike Perel		Braddock	Human Services	
Morgan Jameson	X			1 <sup>st</sup> Vice President
Nancy Trainer	X		Education	
Patrick Smaldore	X		Public Safety	
Sridhar Ganesan			COY, Nominating	Past President
Sue Kovach Shuman	X		Mantua CA	2 <sup>nd</sup> Vice President
Tim Thompson	X		Budget, Legislation, Membership	President, Past Pres.

**Attachment 2.** Treasurer's Report

Here are links to the January treasurer's reports

[http://www.fcfa.org/treasurer/20250116\\_FederationFinancialReports.pdf](http://www.fcfa.org/treasurer/20250116_FederationFinancialReports.pdf)

[http://www.fcfa.org/treasurer/20250116\\_FederationFinancialReports.xlsx](http://www.fcfa.org/treasurer/20250116_FederationFinancialReports.xlsx)

In summary there's been no change since the last report except for 5 cents in interest.

Our account balance is \$6,290.04