

BMCA General Meeting Minutes

Date/Time: Monday, October 15, 2012 / 7:00-8:55 PM

Location: Church of the Brethren

Minutes: *(Note: not necessarily in the chronological order)*

1. Welcome and introductions: Ms. Claudia Maloney, Boulevard Manor Civic Association (BMCA) President, welcomed the members and guests in attendance.

2. Approval of Minutes: Copies of the June 25, 2012 BMCA General Meeting minutes were made available to all attendees, as well as having been posted on the BMCA website. No comments or exceptions to the minutes as drafted were noted, and the motion to accept them as written was seconded and approved.

3. Treasurer's Report (Rob Pilot): The BMCA Treasurer provided a verbal and written Treasurer's report (with copies available for all present, see Attachment (A) to these minutes). His report (summarized below) was approved as submitted.

Beginning Balance as of January 1, 2012	\$6,558.04
Balance as of October 12, 2012	\$7,530.18

Mr. Pilot also provided copies of the BMCA "Report of 2011 Expenses / 2012 Budget and Expenses Y.T.D." as well (see Attachment (B)).

4. Standing Committee Reports:

- a. Zoning (Dormant). Note, as discussed in New Business below, this standing committee will be abolished, and a new "Communications" standing committee will be established as part of the BMCA Bylaws revisions approved at this meeting.
- b. Hospitality (Carlin Schwartz). Updates were provided on three initiatives/events, as follows:
 - i. The BMCA sponsored Veteran's Day dinner is set for November 11th at the Arlington Community Church. Additional details will be published via the BMCA website and listserv.
 - ii. The Hospitality Committee is establishing a "Welcoming" sub-committee. The Committee is looking for someone with good real estate info so that new BMCA residents can easily be identified. Please let Carlin know if you can help.
 - iii. The BMCA neighborhood baby-sitting co-op is soliciting new members. Please contact Carlin if interested.
- c. Safety (Chuck Norton). Chuck provided some summary information concerning the lack earthquake codes for Arlington residential housing, and the fact that many home insurance policies do not cover earthquake damage. One key point to understand is that

all residents should know how to properly shut off the gas to their housing unit. Please contact Chuck if you want more information.

- d. Conservation and Beautification (Chair - TBD). This standing committee currently does not have Chairperson. Tony reported that he was not aware of any specific initiatives being planned at this time. It was noted that BMCA had received a \$50 contribution in 2012 to be used for beautification.
- e. Parks (Phil Klingelhofer).
 - i. Lyndell Core, Arlington County Parks Manager for the parks in our area (not including Upton Hill, which is a Northern Virginia Regional Park Authority facility) met with the BMCA Board in September to review park usage and traffic polices and issues. Mr. Core is taking some specific action to better manage the number of people that use our nearby Arlington County owned parks (especially addressing large groups that submit permits to use the park for running events). He is also investigating the possible installation of speed bumps on the access road off Manchester to the Bluemont Park lower parking lot that currently does not have any sidewalk access.
 - ii. An initiative under the Park Enhancement Grant program is underway, at the request of a Bluemont Civic Association member, to install steps on the steep grassy hill near the Bluemont Park tennis courts to allow for safe access up to Manchester Street at the intersection with 8th Street.
- f. Membership (Matt Smith): Matt reported that there are currently 233 paid members in BMCA. Additional Membership Committee initiatives and accomplishments are:
 - i. Matt has established a new process to check on the status of your current year membership online. See the BMCA website (<http://www.boulevardmanor.org/>) Membership section to access.
 - ii. You can now submit the application to become a BMCA member online, and also pay your BMCA annual dues via PayPal. See the BMCA website for details.

5. Special Committees:

- a. Neighborhood Conservation Plan (NCP) (Matt Doyle). Not present.
- b. Reevesland (Larry Goldschmidt). Not present. However, Joan Horwitt stated that the Request for Proposal (RFP) for the Reevesland property Arlington County re-use solicitation closed on September 24th. It is not known how many, if any, proposals were submitted, but a "Reevesland Learning Center" re-use proposal was submitted by Joan and her team. We are waiting for feedback from the County.
- c. Ashlawn Expansion (Steve Schwartz – Lead Representative). Steve Schwartz (lead) and Sada Aksartova are the BMCA representatives for the Building Level Planning Committee (BLPC) for the Ashlawn Expansion project. The BLPC is specifically focusing on building design and construction. Copies of all briefs and summaries of the BLCP efforts to-date can be found on the County's Ashlawn expansion project website (<http://www.apsva.us/ashlawn-addition>). Steve noted that there is a joint School and

County Board meeting scheduled for Monday, October 22, 6:00-8:00 PM at Ashlawn Elementary School to review the ongoing planning and development efforts. BMCA community members are invited to attend. Some key facts for this project are

- Increase student capacity from 459 to 684
- Add an additional 27,000 sq feet
- 12 new rooms (9 of which are classrooms, plus additional media, administrative and HVAC space)
- Construction scheduled to start August/September 2013, and complete September 2014

Parking is an additional key issue for this project. The BMCA President sent a letter to the County and School Boards stating that maintaining green space was of significant importance to the residents of BMCA through this development process and urging the two Boards to make an exception to the parking formula applied to new schools for this project to minimize the loss of green space due to the school expansion.

It was also noted that any BLPC formal positions or “votes” that are requested will first be coordinated with the BMCA Board as appropriate.

5. Old Business: None.

6. New Business:

- a. Arlington Villages Project. Andrea Walker, Elaine Collins, and Gail Cutner provide a comprehensive overview of the Arlington Villages Project initiative. In short, it is a team of citizen volunteers organized to help older community members remain in their houses longer by offering them support and assistance as needed. Details of the program can be found on their website (<http://www.arlingtonvillages.org/>), or by contacting the program manager at arlingtonvillages@gmail.com. It should be noted that Arlington Villages is not a structure or facility, but a multi-generational support network that provides social events, light volunteer assistance, etc. to senior citizens, with the main goal of organizing a neighbors-helping-neighbors structure. There is a planning meeting on November 1st at the St. John’s Episcopal Church (415 S. Lexington, Arlington) to discuss what would be needed to stand up this program for the BMCA community. The point of contact for this effort is Mr. Pete Olivere at (703) 626-2520 or email peter.olivere@arlingtonvillages.org (see Attachment (C)).
- b. Proposed Revision to Change the BMCA Bylaws. A motion was made and seconded to entertain a proposal by Mr. Lee Dioso, BMCA member and resident, to make certain modifications to the BMCA Bylaws (See Attachment (D) for details). After some discussion, a quorum of the BMCA membership voted to approve the proposed Bylaw revisions (recorded vote: 21 in favor, 0 oppose).
- c. Arlington Police BMCA Representative Update. Corporal Beth and Officer O’Daniel provided an update on the criminal and police related activity for the BMCA area, as follows:

- While the BMCA community is very safe, larceny from autos continues to be the biggest problem for BMCA.
- **Ensure that you lock your cars, and report all suspicious activity immediately to the Arlington County non-emergency number (703) 558-2222.**
- Don't leave valuables in your car.
- Pay attention to what is going on in your neighborhood.
- Be aware of individual companies that are soliciting work, especially tree trimming work. They target older neighbors and charge exorbitant prices. Take care of your neighbors (especially older, more vulnerable ones) and question ongoing work that looks suspicious. Be a good neighbor!
- Call the police non-emergency number to have the police come out to question any suspicious door-to-door vendors.
- It's best to call the non-emergency number immediately of any problems. You can also make reports on-line (<http://www.arlingtonva.us/Departments/Police/PoliceMain.aspx>), but the response will not be as fast.

- d. BMCA Boundary Issue. Paul Svercl stated that there is confusion in Arlington County over the exact boundaries of BMCA, due to imprecise language in our description of our boundaries. A small the triangular area on the east side of Carlin Springs, is shown as belonging to BMCA while "claimed" by another civic association. The issue needs to be resolved with the County. Discussion of this matter was deferred to the next Board meeting.
- e. School Zone Redistricting. Tony Ermovick brought up the fact that the second part of the ongoing Arlington Public School (APS) over-crowding initiative is the re-districting review that is ongoing (See APS website <http://www.apsva.us/site/Default.aspx?PageID=19099>). The impacts to BMCA are TBD, but Ashlawn school district lines are a specific focus area for this APS review.
- f. New BMCA Vice-President. Ms. Judy Norton has assumed duties as the new BMCA Vice President. Welcome and thanks Judy!

8. Conclusion. Meeting adjourned at 8:55 PM.

Next BMCA General Meeting: February 25, 2013

Respectfully submitted,

Tony Ermovick
BMCA Secretary

Attachments:

- A. BMCA Treasurer's Report, October 12, 2012
- B. BMCA Report of 2011 Expenses/2012 Budget and Expenses YTD, as of October 12, 2012
- C. Arlington Villages Project Information, Fall 2012
- D. BMCA Constitution and Bylaws Proposed Revisions

**Boulevard Manor Civic Association
Treasurer's Report
October 12, 2012**

Beginning Balance as of 1/01/2012: **\$6,558.04**
(Combined Balance of BB&T Checking & Savings Accounts)

Membership Dues/Donations Income (Y.T.D.): + **\$2,645.00**
Interest credits Y.T.D. + **\$ 2.45**

Revenue Balance (Beginning Balance + Income) **as of 10/12/2012:** **\$9,205.49**

Expenses to date: **(\$1,416.31)***
cleared Bank account
issued, not yet cleared Bank account **(\$ 255.00)**

Total Expenses Y.T.D. - **\$ 1,671.31**

TOTAL Balance as of 10/12/2012: = **\$7,530.18**

*Figure includes two items totaling \$97.09 which cleared Bank account in 2012, but were part of 2011 expenses.

CURRENT BB&T BALANCE as of 10/12/2012: **\$7,787.18**
(see bank online overview on reverse page)

**Submitted for Approval by Rob Pilot, Treasurer
October 12, 2012**

Attachment (A)

Boulevard Manor Civic Association
Report of 2011 Expenses / 2012 Budget and Expenses Y.T.D.
As of October 12, 2012

January 1, 2012 Bank Balance: \$6,558.04
 October 12, 2012 Bank Balance: \$7,787.18

		<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Actual</u>
January	Membership Drive	-	35.00	15.00
	Signage (general meetings, special events)	184.80	200.00	
	Annual .org & .com web registration	-	50.00	102.54
	Supplies	36.28	50.00	
February	Newsletter	-	90.00	
	General Meeting (donation for room)	50.00	50.00	50.00
	Refreshments	-	30.00	37.05
April	Easter Egg Hunt / Social	92.33	125.00	83.97
	Ashlawn Fun Fair Donation	150.00	150.00	150.00
May	Newsletter	-	90.00	
June	General Meeting (donation for room)	50.00	50.00	50.00
	Refreshments	-	30.00	
July	July 4 th Ice Cream Social	55.00	150.00	69.48
August	Arlington Civic Federation Dues	50.00	50.00	50.00
Sept.	BMCA Annual Picnic	801.00	900.00	898.20
October	Newsletter	-	90.00	17.98
October	General Meeting (donation for room)	50.00	50.00	50.00
	Refreshments	-	30.00	
	W-L Football Social	99.00	N/A	
November	Veteran's Day Social	392.26	500.00	
December	Arlington Community Church	100.00	100.00	
	(Donation for meeting room for year)			
	Miscellaneous	55.00	100.00	
	TOTAL:	\$ 2,165.67	2,920.00	1,574.22

Membership Dues/Donations Revenue Historical Detail:

2012 Membership Dues/Donations = \$2,645 Y.T.D. (through 10/11/12 deposit)
 2011 Membership Dues/Donations = \$2,980
 2010 Membership Dues/Donations = \$3,480
 2009 Membership Dues/Donations = \$1,560
 2008 Membership Dues/Donations = \$1,300
 2007 Membership Dues/Donations = \$1,480

Submitted for Approval by:
 Rob Pilot, Treasurer

ARLINGTON

VILLAGES
PROJECT

Working to make Arlington your home for a lifetime

Fall 2012

Team of citizen volunteers organized under Wisdom Works
program sponsored by the Department of Parks and Recreation

www.arlingtonvillages.org

arlingtonvillages@gmail.com

ARLINGTON VILLAGES PROJECT

**Let's make sure that we, and our neighbors, can choose
to "age in place" in our community!**

Accidents happen. Will you, will your aging neighbor, have the support needed to recoup at home? A broken wrist can limit driving for a number of weeks. As people get older and frailer, help with trips to the store for groceries or medicine, walking the dog, getting the holiday stuff from the attic can make a difference in how long they can stay in our homes.

Neighbors helping neighbors is what a village is about. It's not a physical structure; a village is simply an organized network of friends and neighbors.

Sometimes, all that's needed to continue as a vibrant member of our community is a little help from our neighbors.

What can you do to help get a Village started in your neighborhood?

Join us at a planning meeting to start the village

When: Thursday, November 1, 7:30 - 8:30PM

**Where: St John's Episcopal Church -- 415 S. Lexington -
(5th St. south and Lexington - enter through the door facing 5th Street S)**

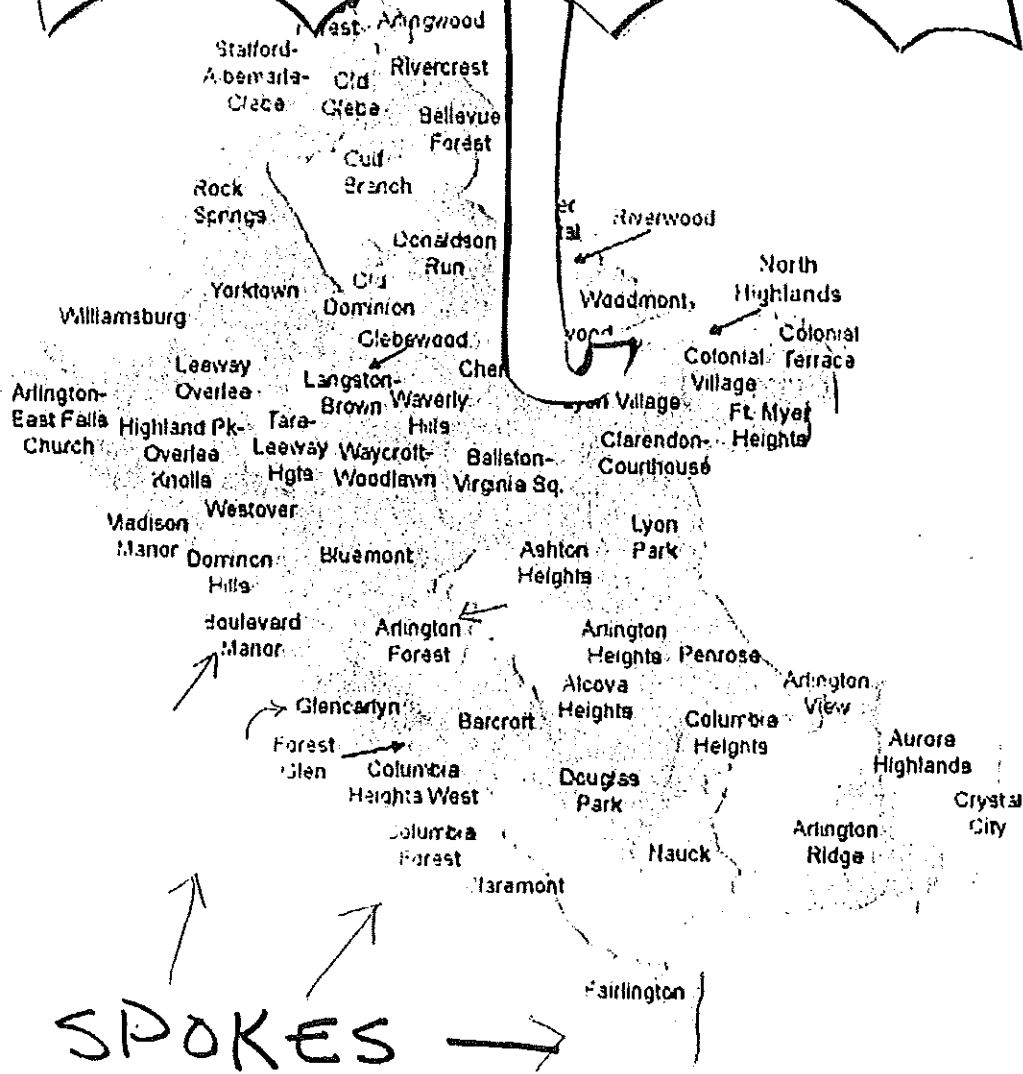
Contact Pete Oliverre - peter.olivere@arlingtonvillages.org or 703-626-2520

For more information, visit our website at www.arlingtonvillages.org.

If you can't make the meeting, but do want to help, just give Pete a call or send him an email.

THANK YOU!!

Hub



ARLINGTON COUNTY, VIRGINIA
CIVIC ASSOCIATIONS

ARLINGTON VILLAGES PROJECT

Establishing a Village for Arlington Forest, Boulevard Manor & Glencarlyn

****Will you be able to live comfortably and safely in your home as you age -- is a critical question- -- How many of you have *really* thought about it?**

**** What is a Village?**

**** Village History**

**** How do Villages work?**

****How will Arlington Villages work?**

**** How will we pilot a Village in Arlington Forest, Boulevard Manor Glencarlyn Area?**

**** What can you do?**

**Constitution and Bylaws
Boulevard Manor Civic Association
Arlington, Virginia**

Article I — Name and Definition

1. The name of the Association shall be the Boulevard Manor Civic Association. The area thereof is that generally bounded by Wilson Boulevard on the north, Arlington Boulevard on the south, Four Mile Run on the east, and the Arlington County line to Upton Hill Regional Park on the west. The area includes all the subdivisions therein, currently Boulevard Manor, Spy Hill, Stone Ridge, Park View and Park View Woods. These by-laws employ the term "Boulevard Manor" to be inclusive of all sub-divisions within this area.

Article II - Purposes

2. The purposes of the Association shall be to promote a sense of community and the common welfare, health, and safety of the residents of the area served by the Association, ~~including the subdivisions therein, currently Boulevard Manor, Spy Hill, Stone Ridge, Park View and Park View Woods. These by laws employ the term "Boulevard Manor" to be inclusive of all subdivisions within this area.~~

Article III - Membership and Dues

1. Membership. Any adult person (18 or older) who maintains his or her residence in Boulevard Manor may become a voting member of the Association upon payment of the annual dues.
2. Dues. Membership dues in the Association shall be a minimum of one dollar per year, or such greater amount as set by the Board of Directors in October of each year, for each voting member. Dues are payable on January 1st of the ensuing year. Voting privileges are extended only to those members who have paid dues for the current calendar year.

Article IV - Officers

1. Officers. The officers of the Association shall be President, Vice-President, Secretary, and Treasurer.
2. President. The President shall preside at all meetings of the Association and of the Board of Directors, shall be a member of all standing and special committees, and shall perform all the duties incident to the office.
3. Vice-President. In the absence of the President, the Vice-President shall perform all duties and exercise all powers delegated herein to the President.
4. Secretary. The Secretary shall keep the minutes of the meetings of the Association and of the Board of Directors. The Secretary shall have custody of the records of the Association and maintain them (other than those of the Treasurer), conduct the general correspondence of the Association and of the Board of Directors, and perform such other duties as the President and the Board of Directors may direct.

5. Treasurer. The Treasurer shall collect, disburse, and have custody of the Association's funds, and shall maintain adequate records to account for the Association's financial operations. Disbursements are to be made only for expenses directly related to matters supporting the purposes of the Association (Article II above). ~~All disbursements shall be authorized or approved by the Board of Directors, except that any disbursement exceeding \$500 may be made only after approval by the general membership at a meeting at which the purpose for the expenditure is presented for consideration.~~ The Treasurer shall prepare an annual budget for approval by the Board no later than January 31 of each year. The approved budget will serve as authority for the Treasurer and President to expend Association funds within the specified year. After a budget has been approved by the membership, ~~t~~The President may, in consultation with the Treasurer and other Board members, re-program unspent or underspent allocations on other budgeted activities and items. However, total expenditures may not exceed the total approved budget figure without the approval of the ~~membership~~full Board. The Treasurer's records shall be audited at least once a year by a committee appointed by the President in accordance with Section 1, Article VII.

6. Board of Directors. There shall be a Board of Directors (hereafter "the Board") composed of the regular officers of the Association and at least ~~se~~eleven Directors, elected in accordance with Section 7 below. Between assembled meetings, the ~~Board of Directors~~ shall carry out the wishes expressed by the Association with full power and authority for conclusive action. The chairs of all standing committees, and delegates to the Arlington Civic Federation from this Association, shall be entitled to attend all Board meetings, but shall have no vote unless they are also duly elected members of the Board.

7. Election of Officers and Directors. All Officers and Directors of the Association shall be elected at the regular June meeting of the Association, with terms of office for those so elected commencing upon adjournment of the meeting at which such election shall have taken place. Officers shall hold office for a term of ~~one~~two years, or until their successors shall have been duly elected. ~~No Officer except the Secretary and the Treasurer shall continue in office longer than two~~President or Vice-President may serve consecutive terms. Members of the Board of Directors shall serve for a period of two years, and may be continued as members of the Board serve up to a maximum of two consecutive terms. To provide for staggered terms, at least four ~~two~~ Board members shall be elected each year. In addition, the outgoing President shall automatically become a member of the ~~Board of Directors~~ for one term if the Nominating Committee ascertains that this member will serve. Nominations for ~~both~~Officers and members of the Board Directors shall be made by the Nominating Committee, and may also be made from the floor at the meeting in which the election is held. The consent of a candidate must be obtained before that name is placed in nomination. Election shall be by ballot, and a majority of those present and voting shall constitute an election.

8. Absence or Inability of Officers. In the absence of the President and Vice-President for a period of two months or more, or upon refusal or inability to perform the duties and exercise the powers necessary to keep the Association on an active basis, the ~~Board of Directors~~ is empowered to declare the positions of President and Vice-President vacant and to elect a President pro tem.

9. Vacancy in Elective Office. In the event the office of the President is vacated, or upon the refusal or inability of the President to perform the duties of office prior to the regular election, the Vice-President shall become President. The President, including a President pro tem as

set forth in Section 8, is empowered to fill any other vacancy in elective office by appointment, such appointees to serve in office until the next regular election, as provided by this constitution.

Article V — Notices and Meetings

1. Notices. The term "written notice," used in this constitution, is defined as any combination of communications intended to reach interested members of the Boulevard Manor neighborhood. Adequate written notice must include at least one of the following communication methods: (1) signs or bills posted at a minimum of 10 locations throughout the neighborhood, (2) postings to the official internet site of the Civic Association, and (3) correspondence delivered to homes in Boulevard Manor.

~~42. Regular Meetings. The regular meetings of the Association shall be held during the months of February, June, and October at a time and place to be designated and announced by the Board of Directors. At the October meeting the President shall announce the dates of all general membership meetings for the following calendar year. A written agenda shall be distributed to Association members at least five days in advance of each meeting.~~

~~23. Regular Board of Directors Meetings. The regular meetings of the Board of Directors shall be held at least four times a year, at a time and place to be selected by the President. The Officers, Board Members, and those officials specified in Article IV, Section 6, are to be notified by the Secretary at least five days in advance. For matters requiring a Board vote, the President may communicate electronically with members of the Board and may count votes received by voice or data transmission.~~

~~43. Special Association Meetings. Special meetings of the Association shall be called:~~
a) at the discretion of the President, or
b) by the President or Board of Directors, who shall be compelled to call such a meeting upon the written request of ten members of the Association.
The purpose of any special meeting shall be stated in a written notice to all members at least five days in advance of such meeting.

~~54. Special Board of Directors Meetings. Special meetings of the Board of Directors shall be called:~~
a) at the discretion of the President, or
b) by the President or Board of Directors upon the agreement of three members of the Board.

~~Notice thereof of special Board meetings shall be given to each member of the Board not less than two days prior to such meeting.~~

~~65. Quorum. The minimum requirement for a quorum at any Association meeting shall be met when there are present enough voting members to numerically equal 10% of the number of voting members represented in the Association, but in no case fewer than 15 members. Seven members of the Board of Directors shall constitute a quorum at any Board meeting.~~

Article VI - Order of Business

1. In the absence of an agenda prepared by the President ~~of the Board of Directors~~, the following order of business is established for the meetings of the Association and the Board of Directors.

- (1) Call to Order
- (2) Reading of minutes of previous meeting
- (3) Report of Treasurer
- (4) Introduction of new members
- (5) Reports of officers, including Board of Directors
- (6) Reading of communications
- (7) Reports of committees, standing and special
- (8) Unfinished business
- (9) New business
- (10) Election of officers and Board Members
- (11) Adjournment

Roberts' Rules of Order shall govern the procedures of all meetings where the same is not in conflict with the Constitution and By-Laws of this Association.

Article VII - Committees

1. Appointments. Except in the case of the Nominating Committee the President shall appoint the membership of committees and fill any vacancies that may arise on those committees.

2. Standing Committees. The standing committees shall be Zoning, Communications, Hospitality, Safety, Conservation and Beautification, Parks, and Membership.

3. Nominating Committee. The Nominating Committee shall be composed of three members elected by the Association at the February general meeting. The Nominating Committee shall be responsible for preparing a slate of officer and Director candidates and presenting the slate at the June Association meeting prior to election of officers in June.

4. Special Committees. Special Committees may be appointed from time to time as the President may deem necessary.

Article VIII - Amendments

1. This Constitution may be amended by an affirmative vote of two-thirds of the members of the Association in good standing, present and voting at any Association meeting. PROVIDED, however, that a written notice, stating the purpose and providing the complete language of such proposed amendment, shall be distributed to Association members at least thirty days in advance of such meeting.

~~Approved by BMCA Membership 2/23/98~~

~~Amended 5/23/05~~

~~Amended 2/25/08~~