

BMCA General Meeting Minutes

Date/Time: Monday, June 24, 2013 / 7:00-9:00 PM

Location: Church of the Brethren

Attendance: 33

Minutes: *(Note: not necessarily in chronological order as presented during the meeting)*

1. Welcome and introductions (7:15 PM): Ms. Claudia Maloney, Boulevard Manor Civic Association (BMCA) President, welcomed the members and guests in attendance.

2. Approval of Minutes: Copies of the February 25, 2013 BMCA General Meeting minutes were posted on the BMCA website (<http://www.boulevardmanor.org>) in advance of the meeting and were made available to all attendees. No comments or exceptions to the minutes as drafted were noted, and a motion to accept them as written was made, seconded and unanimously approved.

3. Treasurer's Report (Rob Pilot): The BMCA Treasurer (Rob Pilot) provided a verbal and written Treasurer's report (with copies available for all present, see Attachment (A) to these minutes). A motion to accept the report as written was made, seconded and unanimously approved.

Beginning Balance as of January 1, 2013	\$7,148.42
Balance as of June 24, 2013	\$9,423.85

Rob also provided copies of the updated BMCA "Report of 2012 Expenses / 2013 Budget and Expenses Y.T.D." as well (see Attachment (B)).

4. Standing Committee Reports:

- a. Communications (Lee Dioso). This is a new Standing Committee that was approved as a replacement to the Zoning Committee at the October 2012 BMCA General Meeting. Lee was not able to attend the meeting, and no specific issues related to this Committee were presented.
- b. Hospitality (Carlin Schwartz). Claudia, filling in for Carlin who was not able to attend the meeting, provided the following updates concerning upcoming Committee events:
 - The 4th of July Ice Cream Social (and informal BMCA patriotic parade) will again be conducted this year. Volunteers to help will be needed.
 - Tony provided a quick update on the BMCA Annual Community Picnic, which has been set for September 15, 2013 (location is same as previous years, Upton Hill Regional Park, Picnic Shelter #1). Volunteers to help with running the picnic will be needed.
 - The Veteran's Day BMCA pot-luck dinner will again be held on Veteran's Day, November 11, 2013.

- c. Safety (Chuck Norton). Chuck provided the following updates:
- Arlington Community Emergency Response Team (“CERT”) program. CERT is a volunteer based organization that provides for training of individuals for their own benefit in how to deal with emergency situations, as well as a volunteer workforce to support the Arlington Community in time of natural or man-made disasters. For more information, please contact the Arlington CERT program coordinator at ArlingtonCERT@gmail.com.
 - BMCA wooden electrical poles. Chuck mentioned a concern with the wooden electrical poles in the neighborhood, some of which are 50+ years old. All residents should keep a close eye out on these poles, and report any that appear to be deteriorated to Dominion Virginia Power (DVP) immediately, as well as staying clear of them during any period of high winds. The DVP rep who attended the general meeting confirmed that DVP does have a routine program to inspect the poles as well.
 - A question was raised concerning the “Keep Kids Alive – Drive 25” program that was implemented on a trial basis by Arlington County about 3 years ago. The program only lasted about a month and no further mention or information on this program exists. **Chuck and Claudia agreed to query the county on the programs status and report back at the next General Meeting cornering the program’s status.**
- d. Conservation and Beautification (Tony Ermovick (Acting)). This standing committee currently does not have a permanent Chairperson. Josh Handler has indicated that he is willing to serve as its Chairman, pending approval by the Board. Tony (serving Acting Chairperson) solicited (via the BMCA newsletter) possible projects that could be implemented in the BMCA neighborhood, and did receive one input for three possible projects. It was noted that BMCA had received a \$50 contribution this year to be used specifically for beautification type projects and initiatives.
- e. Parks (Phil Klingelhofer). Phil provided the following Parks Committee update:
- No major Bluemont Park events are planned in the near future. However, expect usual 4th of July parties and events.
 - The Arlington County Parks official opening time is sunrise, and closing time is 30 minutes past sunset.
- For any party or event that has amplified music, a Park permit is required. If there are any concerns with the level of noise, please contact the Park Ranger at (703) 525-0168. Neighbors are encouraged to advise residents that if they see anything suspicious or what appears to be unusual to report it to the Arlington Police Non-Emergency Number (703) 558-2222.
- f. Membership (Matt Smith): Matt was unable to attend, but did provide the following Membership Committee update via email:
- Current members: 225 (this is one less than at the end of 2012)
 - Households: 130
 - Donations: \$590 (significantly larger than previous years)

- Of note:
 - A \$50 donation specifically for BMCA “beautification” was received
 - Approximately 25% of the payments this year have been via *PayPal*

5. Nominating Committee (Tony Ermovick & Chuck Norton): Tony & Chuck reported on the results of the Nominating Committee deliberations (See Attachment (C)). A motion was made, seconded, and unanimously approved to accept the Nominating Committees recommendations as presented.

- Congratulations to the new BMCA Board members for the 2013-2015 term:
Matt Smith, Phil Klingelhofer, Josh Handler, John Eckrote, and Tamara Gelboin
- Thank you to the following BMCA Board members who have completed their term:
Steve Schwartz, Anja Wells, and Ryan McCoy
- And thank you to all BMCA Officers and Board members who terms are continuing on!

6. Special Committees:

- a. Neighborhood Conservation Plan (NCP) (Vacant). This Special Committee is currently without a Chair. If anyone is interested in serving as Chair of this Committee, please contact Claudia.
- b. Reevesland (Larry Goldschmidt). Larry was not present. However, Joan Horwitt provided an update on Reevesland related issues, as follows:
 - The members of this Special Committee are still working with the County on possibly developing the property as a Learning Center
 - There will be a celebration honoring Nelson Reeves birthday on August 25 (113 birthday)
- c. Ashlawn Expansion (Steve Schwartz). Steve was not able to attend the meeting. Claudia reported the following:
 - There will be a pre-construction meeting for affected/adjacent neighbors of the School this Fall (date TBD)
 - For any outages that affect the neighborhood, the contractor/County will ensure affected residents are informed (via emails, flyers, etc.)

7. Unfinished Business:

- a. Arlington Villages Project (Claudia). Gail Kutner continues to work on setting up a branch of the Arlington Villages Project, which seeks to enable residents to stay in their home and make Arlington home for the rest of their lives. Details on this program can be found at the website (<http://www.arlingtonvillages.org>), or by contacting the program manager at arlingtonvillages@gmail.com.
- b. Manchester & Route #50/Arlington Boulevard Upgrades. Jeremy Watson of the County’s Transportation Division provided an update on the Manchester and Route

#50/Arlington Boulevard intersection upgrades that are ongoing. This initiative is part of VDOT & the County's plan to improve vehicular and pedestrian safety along the Route #50 corridor. Some construction work to install new traffic lights has already started, as well as the removal of a large tree. To support the moving of the westbound lane bus stop, to the west side of the intersection, a retaining wall will need to be built. The design for the sidewalk and bus stop is scheduled to be completed by December 2013 followed by construction in summer 2014. Note: the eastbound lane bus stop that is currently on the west side of the intersection will similarly be moved to the east side of the intersection as part of this initiative.

- c. Wilson Road Improvement Initiative. Jana Lynott (BMCA member) and Ed Fendley (of Bluemont Civic Association (BCA)) facilitated a discussion on the Bluemont Civic Association's (initiative to improve the sidewalk and road safety of Wilson Boulevard from Four Mile Run to George Mason Boulevard. Specifically, Jana provided a proposed recommendation as to how BMCA could endorse this initiative or agree to not oppose the initiative and support a study by Arlington County that would include the option of roadway reconfiguration. There was much discussion as to what the specific content of BMCA's response should be, including detailed comments from various meeting attendees who were concerned of how these proposed changes (specifically, the reducing of Wilson Blvd's lanes from 4 lanes to 2 lanes with one passing lane) might affect BMCA neighborhood traffic flow. A motion was made to vote on the proposal as written by Jana, but was not seconded. A second motion was made to defer BMCA's decision on this issue until the specific language of any BMCA endorsement/reply to this proposal could be worked out. This motion was seconded and, after the vote ended in a tie, Jana recommended that, without consensus to proceed with the BMCA response that night, BMCA should take time to formulate the language that could be agreed on. Jana agreed to draft a new version of a proposed BMCA reply/endorsement of this recommendation. This suggestion was accepted without objection. It was noted that the Dominion Hills Civic Association has already endorsed the BCA proposal as is, but that they also requested the County to increase the scope of the improvement to include Wilson Blvd further west. The possibility of a special BMCA meeting to discuss this topic might be needed, but nothing definite was scheduled.

8. New Business:

- a. Police Update. Corporal Beth Lennon (Arlington County Police Department) provided the following Police update:
1. Bike thefts are on the rise (especially since its summer time). Use locks!
 2. One burglary in the BMCA area (April 26). Took oxycotin.
 3. Some burglaries have occurred in the nearby areas, mostly associated with doors (house and cars) left open. Usually take easily pilferable items (like electronics, etc.). Again, lock your doors!
 4. With school out, watch out for juveniles up to mischief. Call the police non-emergency number for any suspicious behavior or individuals (703-558-2222).
 5. Stabbing on bike trail near Carlin Springs still under investigation.
 6. Solicitors must have permits (with photo ID). Ask them to see it. Be careful with any door-to-door solicitors, many are scams.
 7. Skateboarding at the school is not allowed, as it results in destruction of public property. Call the non-emergency Police number if seen occurring.

8. Corporal Lennon can be contacted at (703) 228-3300 ext 9715 or (preferred) elennon@arlingtonva.us
- b. Dominion Virginia Power (DVP) Energy Conservation Update. Rob Humphrey of DVP provided a detailed energy conservation update, including various ways all residents can shave money off their energy bills. His presentation can be view at www.dom.com/dominion-virginia-power/customer-service/energy-conservation/ec-programs.jsp
- c. Incorporation of BMCA. John Pomeranz, a BMCA resident, provided an update on completing the paperwork to incorporate BMCA as a Virginia nonprofit (technically, “non-stock”) corporation and to seek formal recognition of the BMCA’s tax-exempt status. John presented three proposals for BMCA’s approval, as follows:
 1. Adopt the existing BMCA bylaws as the bylaws of the new corporation
 2. Make the officers and directors of the current (unincorporated) BMCA (including those newly elected on June 24) the officers and directors of the new corporation
 3. Authorize the BMCA officers and directors to apply for recognition of the new corporation’s tax exempt status and to take other steps necessary to incorporate BMCA as a Virginia nonprofit corporation

Motions were made, seconded and passed unanimously approving the above three proposals.

Two documents are required to be signed and executed as part of this incorporation process, which John will continue to work with the Officers and Board to effect:

1. Resolution – see Attachment (D)
2. Organization Resolutions of BMCA – see Attachment (E)

John noted that there will be approximately \$1,000 in expenses to finalize this incorporation, to include application fees of approximately \$850 to the IRS and \$150 to the State of Virginia. Based on BMCA’s approval obtained at this General Meeting, John will continue to work to process the paperwork and fees to finalize this BMCA incorporation process.

9. Conclusion. Meeting adjourned at 9:00 PM.

Next BMCA General Meeting: October 21 2013 (tentative)

Respectfully submitted,

Tony Ermovick
BMCA Secretary

Attachments:

- A. BMCA Treasurer’s Report of June 24, 2013
- B. BMCA Report of 2012 Expenses/2013 Budget and Expenses YTD, as of June 24, 2013
- C. Boulevard Manor Civic Association (BMCA) – Officers, Board Members & Committee Chairs for 2013-2014
- D. BMCA Incorporation – RESOLUTION
- E. BMCA Incorporation – ORGANIZATION RESOLUTIONS OF BOULEVARD MANOR CIVIC ASSOCIATION

**Boulevard Manor Civic Association
Treasurer's Report
June 24, 2013**

Beginning Balance as of 1/01/2013: (Combined Balance of BB&T Checking & Savings Accounts)		\$ 7,148.42
Membership Dues/Donations Income (Y.T.D.):	+	\$ 2,920.62
<u>Interest credits Y.T.D.</u>	+	<u>\$ 1.02</u>
Revenue Balance (Beginning Balance + Income) as of 6/24/2013:		\$10,070.06
Expenses to date:		
	cleared Bank account	(\$ 596.21)*
	issued, not yet cleared Bank account	(\$ 50.00)
<u>Total Expenses Y.T.D.</u>	-	<u>\$ 646.21</u>
TOTAL Balance as of 6/24/2013:	=	\$9,423.85

*Figure includes two items totaling \$125.00 which cleared Bank account in 2013, but were part of 2012 expenses.

CURRENT BB&T BALANCE as of 6/24/2013: **\$9,473.85**
(see bank online overview on reverse page)

**Submitted for Approval by Rob Pilot, Treasurer
June 24, 2013**

Attachment (A)

Boulevard Manor Civic Association
Report of 2012 Expenses / 2013 Budget and Expenses Y.T.D.
As of June 24, 2013

January 1, 2013 Bank Balance: \$7,148.42

June 24, 2013 Bank Balance: \$9,473.85

		<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2013 Actual</u>
January	Membership Drive	15.00	100.00	
	Signage (general meetings, special events)	-	200.00	
	Annual .org & .com web registration	102.54	50.00	
	Supplies	-	50.00	
February	Newsletter	-	90.00	-
	General Meeting (donation for room)	50.00	50.00	50.00
	Refreshments	37.05	30.00	-
April	Easter Egg Hunt / Social	83.97	150.00	108.46
	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	69.48	150.00	
August	Arlington Civic Federation Dues	50.00	50.00	
Sept.	BMCA Annual Picnic	898.20	1,000.00	162.75
October	Newsletter	17.98	90.00	
October	General Meeting (donation for room)	50.00	50.00	
	Refreshments	-	30.00	
November	Veteran's Day Social	409.35	500.00	
December	Arlington Community Church	100.00	100.00	
	(Donation for meeting room for year)			
	Miscellaneous	50.00*	100.00	
	TOTAL:	\$ 2,083.57	3,110.00	521.21

*Figure represents donations to Fisher House Foundation and Wounded Warrior Project in which BMCA received donations in same amount to offset this expense

Submitted for Approval by:
 Rob Pilot, Treasurer

Attachment (B)

**Boulevard Manor Civic Association (BMCA)
Officers, Board Members & Committee Chairs
2013-2014**

BMCA Officers:		Term
President	Claudia Maloney, 8 th Rd N	2012-2014
Vice-President	Judy Norton, 2 nd St. N	2012-2014
Secretary	Tony Ermovick, 1 ST St. N	2013-2015
Treasurer	Rob Pilot, 3rd St. N	2013-2015

BMCA Board of Directors

Chuck Norton , 2 nd St. N	2012-2014
David Brasher, N. Livingston St, N.	2012-2014
Courtney Collard-Meltzer, 2 nd St. N	2012-2014*
Molly Flynn-Stevens, 4 th St. N	2012-2014
Ann Wilson, Lombardy St. N	2012-2014
Paul Svercl, 3 rd St. N	2012-2014*
Darcy Reed-Trick , Manchester St.	2012-2014*
John Eckrote, Wilson Blvd	2013-2015*
Tamara Gelboin, 6 th St. N	2013-2015*
Josh Handler, Livingston St. N	2013-2015*
Phil Klingelhofer, 1 st St. N	2013-2015
Matt Smith, 3 rd St. N	2013-2015

* = eligible for follow-on, 2nd term

Committee Chairs

Standing Committees:

Communications	Lee Dioso, Livingston St. N
Hospitality	Carlin Schwartz, Longfellow St. N
Safety	Chuck Norton, 2 nd St. N
Conservation & Beautification	Josh Handler, Livingston St. N
Parks	Phil Klingelhofer, 1 st St. N
Membership	Matt Smith, 3 rd St. N

Special Committees:

Neighborhood Conservation Plan	<i>Vacant</i>
Reevesland	Larry Goldschmidt
Ashlawn Expansion Project	Steve Schwartz

Special Assignments:

Arlington Civic Federation Representative	Paul Svercl, 3 rd St. N
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RESOLUTION

The Members of the unincorporated Boulevard Manor Civic Association, for purposes of transferring the operations and assets of the Association to the newly incorporated Boulevard Manor Civic Association, do hereby adopt the following resolution:

RESOLVED, that upon the organization of the newly incorporated Boulevard Manor Civic Association, as evidenced by the adoption of Constitution and Bylaws and the election of officers and directors, the unincorporated Boulevard Manor Civic Association shall transfer all operations and assets to the newly incorporated Boulevard Manor Civic Association and cease operations as an unincorporated entity.

This resolution was adopted by the affirmative vote of at two thirds of the members of the Boulevard Manor Civic Association participating in a meeting held June 24, 2013, with a quorum in attendance.

Attest:

Secretary

ORGANIZATIONAL RESOLUTIONS
OF
BOULEVARD MANOR CIVIC ASSOCIATION

The Members of the Boulevard Manor Civic Association, for purposes of beginning operations of this newly created corporation, do hereby adopt the following organizational resolutions:

RESOLVED, that the Constitution and Bylaws of the unincorporated Boulevard Manor Civic Association (attached hereto) are adopted as the Constitution and Bylaws of newly incorporated Boulevard Manor Civic Association; and

RESOLVED, that members in good standing of the unincorporated Boulevard Manor Civic Association are declared to be members in good standing of the newly incorporated Boulevard Manor Civic Association for as long as they would have been members in good standing of the unincorporated Boulevard Manor Civic Association; and

RESOLVED, that the current officers and directors of the unincorporated Boulevard Manor Civic Association are elected to those same positions in the newly incorporated Boulevard Manor Civic Association, with terms to expire as of the date each of their terms would have expired in the unincorporated Boulevard Manor Civic Association; and

RESOLVED, that the President, Secretary, Treasurer and/or any officers or agents as they may designate are hereby authorized to open such bank account(s) on behalf of the corporation as they deem appropriate or advisable, and that such officers or agents are authorized to execute and deliver to such banks the resolutions required thereby and such resolutions will be deemed to have been approved by this membership with the same force and effect as if they had been set forth herein; and

RESOLVED, that the officers and directors of the Boulevard Manor Civic Association are authorized to take all steps necessary to establish Boulevard Manor Civic Association as an independent operating entity, including without limitation:

- applying for an Employer Identification Number;
- transferring funds of the unincorporated Boulevard Manor Civic Association into the bank account(s) of the newly incorporated Boulevard Manor Civic Association;
- in conjunction with legal counsel, preparing and filing with the IRS an application for tax exemption;

and whatever else shall be reasonably necessary to establish the organization as an independent 501(c)(3) corporation operating in the Commonwealth of Virginia; and

RESOLVED, that the actions taken to incorporate Boulevard Manor Civic Association and otherwise allow it to begin operations are hereby ratified; and that the Corporation hereby assumes all financial obligations attributable to those activities, and further that the Secretary of Boulevard Manor Civic Association is hereby ordered to file the Articles of Incorporation and Certificate of Incorporation with the records of the Corporation; and

FURTHER RESOLVED, that any and all action taken by any proper officer of Boulevard Manor Civic Association prior to the date stated below taken in effecting the purposes of the foregoing resolutions is hereby ratified, approved, confirmed, and adopted in all respects.

These resolutions were adopted by the affirmative vote of at two thirds of the members of the Boulevard Manor Civic Association participating in a meeting held June 24, 2013, with a quorum in attendance.

Attest:

Secretary