**Clarendon Alliance**

**Board of Directors Meeting**

**January 16, 2019**

Present: Bill Gearhart, Debbie Kaplan, Jon Kinney, Tom Moriarity, Scott Pedowitz, Tom Petty, Megan Pierce, Bill Trahant, Natasha Ungerer, and Jennifer Weiss; also present, Susan Soroko (Arlington County Economic Development).

Not present: Billy Cullipher, Casey Nolan, and Hillary Shure.

The meeting was held in the conference room of Kinney, Bean & Korman at 2311 Wilson Boulevard and called to order by Board President Scott Pedowitz at 6:32 pm, with a quorum present.

**Interview of applicant for the Executive Director position and Board offer of employment**. Mr. Pedowitz introduced Elizabeth Crocker, an applicant for the Executive Director position. He noted that he had circulated her resume and also a multipage summary she had prepared listing her skills, relevant experiences, and results. He also noted that she had been interviewed previously by several members of the Board’s search committee, including himself, Debbie Kaplan, Tom Moriarity, and Casey Nolan (who was on travel and unable to attend the current Board meeting). During the interview Board members asked Ms. Crocker a number of questions, including about her previous work for membership organizations, her thoughts and ideas relating to Clarendon, and her flexibility with regard to attending occasional evening meetings and in overseeing events such as Clarendon Day that might require longer days offset by shorter days. The interview lasted about 25 minutes and at the conclusion Ms. Crocker left the meeting.

The Board next proceeded to a discussion of the applicant. Mr. Pedowitz stated that he had followed up on several of the references provided by Ms. Crocker and said that those discussions were very positive. He indicated that the several Board members who had earlier interviewed Ms. Crocker viewed her very positively and thought she would be a good fit for the Alliance. Note was made that the Board had received a number of applications for the position during the several months that the search process was underway and that Ms. Crocker appeared to be the best candidate, particularly in light of her prior experience in running a membership organization and in event planning, building membership, and raising funds. As part of the discussion, Ms. Soroko indicated that she was comfortable with the Board moving forward in making a hiring decision.

A motion was then made to send and deliver an offer letter to Ms. Crocker for at will employment, with the letter to include a start date, salary, and vacation time (three weeks’ time off, with one week eligible to be carried forward to the next year, plus all Arlington County holidays). The motion was seconded, and after brief discussion was passed by a vote 10-0.

**Approval of minutes**. The minutes of the Board meetings of October 3 and November 5, 2018 were approved as presented by a vote of 9-0 (Mr. Kinney having left the meeting).

**President’s report, election of new first and second vice presidents**. Mr. Pedowitz updated the Board on several additional matters. He noted that Board member Hillary Shure, the Alliance’s first vice president, had recently told him that she has missed several consecutive Board meetings due to scheduling conflicts and has expressed a desire to step down as first vice president but remain on the Board. After a brief discussion, it was decided to accept Ms. Shure’s desire to step down as first vice president. A motion was then made to nominate the current second vice president, Megan Pierce, to move up to first vice president; the motion was seconded, and there being no other nominations, Ms. Pierce was elected unanimously. A motion was then made to nominate Jennifer Weiss as second vice president; the motion was seconded and, there being no other nominations, Ms. Weiss was elected unanimously. In further discussion it was noted that Ms. Shure was a business/professional class member of the Board as opposed to a property class member, and whether she might more properly be a property class member. It was noted that this would open up a slot in the business/professional class that might be filled by a restaurant or other business owner. The matter was deferred for further discussion at a later date, including input from Ms. Shure.

Mr. Pedowitz updated the Board on the signing of new signature cards at John Marshall Bank. He said that both Messrs. Gearhart and Nolen had signed signature cards and that he would shortly sign.

He also noted that the Alliance has been approached about support for an Arlington Arts Festival to be held on a public street in Clarendon during the weekend of April 13-14. The festival would be similar to those held in several past years and involve closing portions of one or more streets. In discussion it was noted that the festival is run by outside group that runs festivals in various communities, and that the organizers sell non-local art but use the community name in their event title. Several questions were asked, including whether the event would benefit the Alliance and Clarendon businesses financially, whether local artists might be included, and whether the harm to local businesses caused by the street closures would more than offset any community benefits. No decision was taken on the matter.

Finally, Mr. Pedowitz noted that he and Ms. Soroko had met on January 15 with the Alliance’s County Board liaison, Erik Gutshall, to go over the Alliance’s strategic plan and budget proposal.

The meeting was adjourned at 8 pm.

Respectfully submitted,

Bill Gearhart

Secretary