

Board of Directors Meeting Minutes
 Monday, May 13, 2024 - 6:30 p.m. – 8:00 p.m.
 The PARC at Tysons

Vision – *“Connecting and celebrating our community.”*

Mission – *“We develop and support community experiences that bring people together and create a sense of belonging.”*

Values – Inviting, Community, Innovative, Collaborative, Trustworthy

1. Arrival time 6:00 p.m. for dinner

2. Call to Order*

- Ms. Kilpatrick called the meeting to order at 6:35 p.m.

3. Attendance Roll Call

Board Members	Present
Tilly Blanding	
David Broder	X
John Cook	X
Greg Dercach	X
Anna Dixon	
Melissa Huang	
Tina Jones	X
Debbie Kilpatrick	X
Michael Liberman	X
Norma Lopez (non-voting)	
Andrew McCue	
Hamid Munir	
Tony Shivers	X
Dana Stewart	X

Staff	Present
Ashley Morris	X
Torland Greene	X
Shannon Nichols	X
Jennifer Robinson	
Trinity Yansick	X

- Ms. Kilpatrick asked for each member of the Board of Directors and Celebrate Fairfax Staff to introduce themselves.

4. CF Board Operations & Administration (Chair’s Report & Discussion) – Debbie Kilpatrick

- Review and Update BOD Information and Contact Sheet
- Approval of the February 12, 2024 Board Meeting Minutes*
 - Ms. Kilpatrick asked if there were any corrections to the February Board Meeting Minutes. Mr. Liberman made a motion to approve the minutes. Ms. Stewart seconded the motion. **Vote: Approved.**
- New Member Committee Assignments *
 - Ms. Kilpatrick made a motion to appoint Ms. Blanding to the Awards Committee and Mr. Broder to the External Relations Committee. Mr. Shivers seconded the motion. **Vote: Approved.**
- Corporate Policies *
 - Ms. Morris and Ms. Nichols reviewed the Corporate Policies. Mr. Liberman requested to include a markup document for future revised documents. Mr. Cook had concerns with the Conflict of Interest Policy. Mr. Cook motioned to vote on the Corporate Policies with the exception of the Conflict of Interest Policy. Ms. Jones seconded. **Vote: Approved.**
- Employee Handbook *
 - Mr. Liberman motioned to approve the Employee Handbook with the exception of the Conflict of Interest Policy. Mr. Cook seconded. **Vote: Approved.**
- Electronic Vote & ratify at next meeting:
 - Mr. Liberman reported the Strategic Focus committee will review and update the Bylaws and Articles of Incorporation. The Nominating Committee and CEO Review Committee will be eliminated in the

Bylaws, the duties performed by both committees will be directed to the Executive Committee. Mr. Liberman shared that the Articles of Incorporation were reviewed by Celebrate Fairfax’s legal team.

- Salute Update
 - Ms. Kilpatrick shared Celebrate Fairfax will no longer produce Salute to Lords and Ladies.
 - As the Board of Supervisors are no longer interested in Salute, Mr. Cook suggested the organization establish events that are relevant and recognizable to the organization. Ms. Jones suggested awards for volunteers who support the organization.

5. Committee Reports

- **Strategic Focus:** Mr. Liberman reported that the committee will be reviewing the Articles of Incorporation and Bylaws.
- **External Relations Committee:** The committee did not meet, no report.
- **Finance Committee:** Mr. Liberman reported the committee will be reviewing the Budget for Fiscal Year 2026, which will be voted on during the next meeting. Ms. Morris reviewed the Budget for Fiscal Year 2025.
- **Scholarships & Awards Committee:** Ms. Jones had no report.
- **Executive Committee:** Ms. Kilpatrick reported the committee did meet, no report.

6. CF Performance and CEO Operations Update – Ashley Morris

- Organization Update
 - Ms. Morris outlined the goals and objectives for the rest of Fiscal Year 2024 and Fiscal Year 2025, highlighting their alignment with the organization’s mission statement. The organization has three overarching goals: Build coalitions to deliver positive community events and experiences, Establish strategic partnerships with private and public entities, and be a valued and trusted community resource. Ms. Morris elaborated on each goal, providing examples of how the organization plans to achieve them.
- Upcoming Engagements
 - June 1 – Art at the PARC gallery pop-up opening (exhibit June 1 – June 29)
 - June 1 – Celebrate Immigrant Heritage Month (campaign)
 - June 18 – Elections at PARC
 - October 31 – Halloween at PARC
 - November 5 – Elections at PARC
 - December 14 – 4th Annual Shop Local Winter Market at PARC

7. Executive Session

- The board voted to enter executive session at 8:02 p.m.
- The board resumed regular session at 8:30 p.m.
- Mr. Dercach motioned to increase the CEO’s compensation as discussed in Executive Session effective with the first pay period in FY 2025. Mr. Cook seconded the motion. **Vote: Approved**

8. Adjournment*

- Mr. Liberman made a motion to adjourn the meeting at 8:40 p.m. Mr. Cook seconded the motion. **Vote: Approved.**

* Vote Required

Reminder:

- **Board Committee Meetings – June & July**
- ****Next Board Meeting – September 9, 2024 at the PARC at Tysons (8508 Leesburg Pike, Tysons VA)**