

**Foggy Bottom Association
Minutes of Meeting of Board of Directors
May 4, 2021 at 7 PM via Zoom**

President John George called the Online meeting to order at 7:03 PM.

Attendance:

Present Board Members: John George, Eileen Carey, Christina Farnsworth, Julia Gustafson, Peter Maye, Mary Ellen Signorille, Denise Vogt

Approval of March BOD Minutes

There was a discussion of the April 6, 2021 minutes. Peter Maye moved to accept the April 2021 meeting minutes, and Julia Gustafson seconded the motion. The Board approved the motion unanimously.

President's Report – JPG

- Top community concerns in April:
 - Columbia Plaza Up-FLUMing – Instead of holding a special meeting to discuss this issue, the ANC will discuss it at its regular meeting on May 19. The FBA Board discussed this situation, including what, if any, actions the FBA should take. Among potential actions would be for the FBA to manage a grant from the Foggy Bottom Defense Fund (The Trust) for the tenant's association; the Bylaws permit the FBA to do so and there is precedent for such grant management. Ms. Gustafson pointed out that this issue has arisen before and will likely arise in other buildings in Foggy Bottom Association/West End. After a robust discussion, the Board decided that it will continue to follow this situation.
 - Vacant Properties (including pending renovations at Penn Ave NW)
 - Ms. Gustafson will provide documents on Penn Ave Development
 - Renovation is continuing at 2507 I Street; 2505 I Street is still quiet; 2506 I Street appears to be starting renovation.
 - 26th and I Streets water fountain and spigot for watering has been delayed due to permitting issues. Activity to install is due to begin May 17.
 - Vaccinations at Kennedy Center Reach – Take the Shot/Grab a Beer – May 6, 2021, 4 - 8 PM

- Discuss new board Member
 - Jennifer Schaus. Peter Maye moved to nominate and add Jennifer Schaus as a Board Member to replace Donna Barbisch and fulfill her term ending in 2022. Julia Gustafson seconded the motion. The Board approved the motion unanimously.

- Policy/Procedure for Charitable Giving. John George is still working on a draft of principles for Board review and discussion.
- Announcement – GW Hospital announced that New Hampshire Avenue from 24th Streets to Washington Circle will be closed Saturday, May 8 from 7 am – 7 pm for lifting of equipment to the Hospital roof

Treasurer's Report – JPG

- April Financial Reports were not finished.
- Policy/Procedure for transfer of PayPal Funds to PNC Checking Account was reviewed and discussed.

Christina Farnsworth moved to approve the following policy for transfer of PayPal funds to the FBA's checking account:

The FBA uses PayPal to collect online payments from the community who are paying membership fees or giving a contribution. This policy establishes a routine process for transferring money from the FBA PayPal account to our PNC general checking account on a monthly basis. During the last week of each month (or a minimum of 3 business days in advance of the last day of the month); all money will be transferred from the FBA PayPal account to the FBA PNC general checking account. The FBA Treasurer will complete the transfer. As an alternative, the FBA Membership Director or the FBA President will complete the transfer. Along with the transfer, the corresponding FBA PayPal Report showing amount, name, and transaction fee will be generated and be saved for recordkeeping with a copy going to the FBA President and the Bookkeeper. If information about the nature of the deposit, membership fee or general contribution is available that will be included.

Peter Maye seconded the motion. The Board approved the motion unanimously.

Membership Report – Mary Ellen

- Membership Status (number of current members is 210; number of inactive members is 171)
- COVID extension and renewals – Confirmation that COVID membership extension ends June 30, 2021
- Membership list reconciliation (JPG/Mary Ellen) – Distribution list vs. Membership list. The Board members agreed that they would review the current list of inactive members to determine if anyone was deceased or had moved from the neighborhood.
- Member Benefits – Confirmation of Preferred Merchant Program – Divide and Conquer amongst the board members or special committee.

- Fifteen businesses stated that they are willing to continue membership benefits.
- President George working on Preferred Merchant list and the discount each merchant provides.
- Denise Vogt suggested different membership levels as a way for the FBA to increase its assets so that the FBA is less reliant on Trust grant or other donations, but this was tabled for additional research.
- Tabled to Later - Discuss, confirm by vote the change in memberships due dates – anniversary date or aligned with calendar year – To Be Discussed at a later meeting

Technology – Eileen

- Technology Roadmap – still under development
- FBA Board emails – still in progress, must do before cloud storage.
- FBA Cloud Storage – still in progress

Communications – All – JPG Facilitator

- Discuss FBA Newsletter – JPG/PDM
 - Newsletter launch – April 30, 2021. President George stated that there was a 46% open rate with overall positive comments about the new newsletter and its content.
 - Peter Maye is establishing a newsletter schedule for contributors
 - Newsletter schedule for paper distribution. President George stated that the Board should be sensitive to costs of printing and delivery.
 - The Newsletter will introduce a new column written by Frank Leone on FBA History.
- Data collection on all buildings (apartments and condos) – underway via volunteer
- Welcome packet for new neighbors (both students and non-students). President George is putting together these packets using some of the former welcome information from previous packets.
- For June meeting, Western Market and potentially Kennedy Center will make presentations
- Considerations for in-person or hybrid meetings in September (Trader Joe's Anniversary Topic?) October/November? The Board discussed various options including the following venues:
 - Library does not have display capability to do hybrid meetings.
 - Church may not have technology for hybrid meetings
 - GWU would have technology and permit food

Garden Committee Report – Peter / Denise

Garden Committee Activities

- April activities – busy, busy, busy – lots of mini-gardens!
 - Expansion of volunteer team
- May Planned activities
 - DPW / DDOT Urban Forestry Walk-Throughs

- Grass cutting
 - DC weed whacked planted garden
 - Trying to get DC on schedule
- Tree box mulching in public spaces
- Tree-Box Fencing
 - Long term project
 - Grant application may be available
 - Current house renovations should be informed of standard and historic design. Potential newsletter article and community buy-in.
- The Boathouse Cooling Tower (JPG) – in progress. Noise test seems to be within standard decibel limits.

Arts in Foggy Bottom – Peter

- Status of Exhibit – May 22 Installation
- Foggy Bottom Community Meeting – May 25, 2021 Topic
- Timeline – June 5 – Launch of Exhibit
- FB/WE Infrastructure
- Community Dumpster – Sponsored by Pam Bbye. The Board President George will determine the steps needed to put a dumpster in place for one week.

FB History – Denise

- Denise provided an update on the History Project with a status of outline and roadmap
- She also discussed her meeting with GWU Archivist and the Textile Museum.
- She is attempting to find a list of all of the Olga Corey achievement award winners for History Project. President George said he would follow up.

FBA Monthly Community Meetings – JPG

- May – Arts in Foggy Bottom
- June – Western Market / Kennedy Center

Other Announcements / Upcoming Events

- GWU Town Hall – May 6, 2021
- ANC2A Meeting Wednesday May 19, 2021
- FBA May Community Meeting – Tuesday May 25, 2021
- FBA June BOD Meeting – Tuesday June 1, 2021

Action Items

- President George is working on a flyer articulating the reasons that merchants should join the FBA Preferred Merchant list.

- President George will document Preferred Merchants so folks can write up a piece for newsletter.
- The Board members agreed that they would review the current list of inactive members to determine if anyone was deceased or had moved from the neighborhood. Mary Ellen Signorille will send around current membership list to all Board members who will date and initial after their review.
- Mary Ellen Signorille will check to see if homes who are hosting sculptures for Arts in Foggy Bottom are FBA members.
- President George will determine cost of printing newsletters at Kinko's.
- Eileen Carey will look at newsletter distribution options.
- Mary Ellen Signorille will consider newsletter as part of membership drive.
- President George will determine the steps needed to put a dumpster in place for one week.
- President George said he would follow up to locate theist of all of the Olga Corey achievement award winners.

The Board agreed to hold its next meeting on Tuesday, June 1, 2021 at 7pm via ZOOM.

The meeting was adjourned at 9:17 pm.

Submitted by Mary Ellen Signorille, FBA Secretary.