



**Fairfax County 250<sup>th</sup> Commission  
August 3, 2022, 1-2:30 pm**

**City of Fairfax Regional Library, Conference Rooms A/B  
10360 North Street, Fairfax**

**APPROVED Meeting Minutes**

**Attendance:**

Christopher Barbuschak	Virginia Room, Fairfax County Library	Present
Anne M. Barnes	Mount Vernon District	Absent
Joyce Gray Bellamy	Providence District	present
Elliot B. Bell-Krasner	Human Rights Commission	Present
Matt Briney	GW Mount Vernon	Absent with prior notification
Gretchen Bulova	History Commission	Present
The Honorable Michael R. Frey	Sully District	Absent
Donald Hakenson	Lee District	Absent
Carole L. Herrick	History Commission	Absent with prior notification
Patrick Lennon	Visit Fairfax	Present
Elizabeth Maurer	National Museum of the US Army	present
Subhi A. Mehdi	Dranesville District	present
Suzanne Moffit	Hunter Mill District	present
Beverly A. Schlotterbeck	Mason District	present
Nancy Simmons	Braddock District	Remote Participant
Scott Stroh	Gunston Hall	Present
Paul Kohlenberger	Springfield District	Present at 1:28
Brent Feito	The Army Historical Foundation	Present

**Staff present:**

Denice Dressel, Heritage Resources, DPD  
Megan Riley, Heritage Resources, DPD  
Sandra Vieira, Director of Marketing and Public Relations

**Welcome and Introductions – 1:04**

Chair opened the meeting and went over the agenda.

Chair proposed to discuss non-quorum needed items first, as there was no quorum at start of meeting at 1:04; quorum achieved minutes later before any agenda items were discussed. A general note was made to secure name plates for the Commissioners.

### **Administrative Action Items**

1. Approval June 29, 2022, Meeting Minutes

**A motion was made by Beverly Schlotterbeck to approve the June 29, 2022, 250<sup>th</sup> Commission meeting minutes:**

***I move that the 250<sup>th</sup> Commission approve the June 29, 2022 meeting minutes.***

**The motion was seconded by Suzanne Moffit and approved unanimously by those present.**

2. Approval of Remote Meeting Policy

The Commission may elect to hold 2 meetings or 25% of their meetings, whichever is greater, remotely without a state of emergency being declared. This is a new policy and different from the Remote Participation policy the Commission adopted last month.

**A motion was made by Subhi Mehdi to approve the Remote Meeting Policy:**

***I move that the 250<sup>th</sup> Commission approve the Remote Meeting Policy of the Commission.***

**The motion was seconded by Patrick Lennon and approved unanimously by those present.**

3. Approval of Amendment to the Remote Participation policy

Amended to include allowing for the remote participation of a commissioner to be due to their principal residence location more than 60 miles from the meeting location.

**A motion was made by Elliot Bell-Krasner to approve the Remote Participation Policy as amended:**

***I move that the 250<sup>th</sup> Commission approve the Remote Participation Policy of the Commission as amended.***

**The motion was seconded by Subhi Mehdi and approved unanimously by those present.**

### **Old Business:**

1. Slate of Officers

A slate of officers was presented at the meeting, with the intention to vote on said slate at the September meeting. Members of the Commission could nominate

themselves via email prior to this meeting or by vocalizing interest during the meeting.

The slate presented at the August meeting is as follows:

- Scott Stroh, Chair – volunteered via email prior to meeting
- Elliot Bell-Krasner, Vice Chair – volunteered via email prior to meeting
- Nancy Simmons, Secretary – volunteered via Teams at meeting

### **New Business:**

#### 1. FY 24 County Budget Preparations and Creation of Finance/Business Planning Ad Hoc Task Force

Acting Chair Scott Stroh presented the need for the creation of a Finance/Business Planning Ad Hoc Task Force. The purpose of the task force being to monitor expenditures and create a budget for the Commission, which will then be presented to the Commission for approval. The Commission currently has \$20,000 from carryover last year for the '23 fiscal year, and any fiscal year '24 contributory funding requests should be submitted to the Department of Management and Budget (DMB) on or before Friday, September 23, 2022. The Chair of the finance committee will functionally act as the Treasurer for the Commission and Visit Fairfax will operate as the Financial Agency. The committee/task force is to operate under models created by previous similar commissions regarding expenditures and fundraising. Discussion of the Commission indicated there may potentially be a separate task force/committee created in the future dedicated to fundraising efforts. The committee's next steps are to develop a larger budget and business plan that is requirements-based such as the development of a logo and other marketing materials.

#### **Volunteers for Finance/Business Planning Ad Hoc Task Force:**

**Scott Stroh, Subhi Mehdi, Suzanne Moffit, Patrick Lennon, Gretchen Bulova, Paul Kohlenberger**

#### 2. Commemoration Themes

The Commission will be adopting the Commonwealth Themes and applying them to Fairfax history. The Chair is looking for a small group of members to formulate Fairfax-specific themes. This would be a short-term, ad hoc group. The collection of themes will be presented to the committees to aid in decision making.

The Chair will extend an invitation via email for absent members to join; the deadline to join will be in the next couple of months.

Volunteers:

**Subhi Mehdi, Carole Herrick (not present, but was volunteered by other Commission members), Elizabeth Maurer, Beverly Schlotterbeck, Joyce Gray Bellamy. Task Force will inform the Chair of the Point of Contact.**

### 3. Committee Structure

The Chair went over the other committees that will be a part of this commission and explained their purviews. Staff then described the FOIA obligations of the committees. There will be overlap in mission, goals, and members of each committee. These committees will report out to the full Commission and are envisioned and designed to reach the broader community. The goal is to reach as many different community groups as possible that have not been consulted for similar projects previously. The list of historical organizations consulted for the 275<sup>th</sup> commission will be used as a guide for who has and has not been previously contacted.

The following are the current planned committees from the 250<sup>th</sup> Workgroup Report to the Board:

- Finance/Budget
- Marketing and Communications (purview of branding and marketing)
- Inclusion
- Youth and Family Engagement
- Activity
- Signature Event
- Outreach (purview is affinity and advocacy)

The Chair is currently looking for buy-in for structure and organization of committees at this point in the process. Commissioners should email him to let him know what committees they are interested in serving on.

- i. Commissioner requests for committees they want to serve on:
  1. Nancy Simmons: Activity, Outreach, and Signature Event (in that order)
  2. Brent Feito: Signature Event and Activity
  3. Elizabeth Maurer: Youth and Family, Outreach
  4. Subhi Mehdi: Inclusion

5. Joyce Gray Bellamy: Inclusion
  6. Elliot Bell-Krasner: Inclusion and Signature Event
4. **Advisory Council**  
Gunston Hall is leading the statewide Advisory Council, which builds affinity and advocates for the Commission's work and makes recommendations to the Commission. The Chair has created a framework for the Commonwealth's Advisory Council and a list of about 40 people who could potentially serve on the Council. Members will evolve as needed. Someone from the Commission is needed to lead the effort specific to the Advisory Council. The Advisory Council should be diverse geographically, in expertise, in experience, in age (can be as young as a student) and be broad based on its constitution. The Chair will invite people to join the committees that report back to the full Commission. Any further questions, along with a survey, will be discussed at the next meeting.
5. **Funding Opportunities**  
The Commonwealth is creating two different grant opportunities – one for programming and one for marketing. To apply for the grants, localities must have an organization in place. It is anticipated that the grant program will be enacted in 2023. So far, there are five or six Commission's in place including regional and cities.

#### **Open Forum / Q & A**

A question was asked about schedule. Confirmed the next meetings.

A question was raised about who counts as a quorum for committees if the committee membership can include non-Commission members. Staff will confirm and bring the answer back to the Commission at the next meeting.

#### **Adjourn, 2:28**