

BURKE CENTRE CONSERVANCY BOARD OF TRUSTEES

**DRAFT Agenda for Meeting #509
June 18, 2019, 7:30 PM, Woods CC**

• ITEMS OF INFORMATION – TAB F

1. CALL TO ORDER FOR BOARD OF TRUSTEES MEETING

2. AGENDA APPROVAL & EXCUSING OF ABSENT TRUSTEES

The purpose is to review this meeting agenda to make last-minute changes to it before business begins, and, to excuse absent trustees from the meeting as applicable.

3. BOARD & COMMITTEE MEETING MINUTES APPROVAL – TAB A

The purpose is for the BOT to approve minutes from prior Board meetings Working Sessions and to accept minutes from latest BCC committees' meetings as provided.

4. PRESIDENT'S REPORT/ANNOUNCEMENTS

The purpose is for the BOT President to make general remarks and/or community announcements of particular note for this month.

5. RESIDENT INPUT (see protocol on reverse side)

The purpose is to provide an open forum for Conservancy members to address the BOT about any topic for up to three minutes per person. Members also may sign up to speak specifically on an agenda item with a time limit for each topic. See meeting protocol handout at back table for details.

6. NEW/PENDING/OTHER BUSINESS – TAB B

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|----|--|---------------|
| a. | Appointments | (action) |
| b. | Downey's & Wood Sorrel Fire Lane Issue | (info/action) |
| c. | Trash/Recycling/Yard Waste Collection Update | (info) |
| d. | VRE Trail Update | (info/action) |
| e. | Fairfax County Parkway Improvements Update | (info) |
| f. | Mobile App Proposal | (info) |
| g. | Pool Rules 15-Minute Break Issue | (info/action) |
| h. | Skid Steer Replacement | (info/action) |
| i. | Lincolnwood Tot Lot Replacement | (info/action) |
| j. | BOT Liaison Positions | (info/action) |
| k. | Erosion Update | (info) |
| l. | Little Free Library Update | (info) |

7. TREASURER/FINANCIAL REPORT – TAB C

The purpose is for the Board Treasurer, Budget & Finance Committee reps and/or the Finance Administrator to provide updates on the status of Conservancy finances and budget.

- a. Financial Reports
- b. Request for Reserve Withdrawal(s) - *(as needed)*

8. EXECUTIVE DIRECTOR'S REPORT – TAB D [GLOYD]

The purpose is for the Executive Director to provide status updates.

9. MOTION TO ADJOURN INTO EXECUTIVE SESSION – TAB E

Re: Appeals to BOT, ARB and Legal Issues - The purpose is for the Board to adjourn into Executive Session to discuss ARB recommendations for enforcement, contracts, legal/ potential legal and/or personnel issues.

10. MOTION TO RECONVENE

The purpose is to reconvene to allow the BOT to vote on any action items discussed during the Executive Session.

11. ADJOURNMENT

UPCOMING MEETINGS & EVENTS

6/18	BOT Meeting, 7:30 PM, Woods CC
6/18	ARB Routine Items Meeting, 7 PM, Landings CC
6/20	ARB Meeting, 7 PM, Woods CC
7/2	BOT Work Session, 7:30 PM, Woods CC
7/3	Business Liaison Committee, 7PM, Ponds CC
7/9-10	Neighborhood Council Meetings, 7:30 PM, Respective CCs

Resident Input Protocol for Board of Trustees Meetings

Residents can sign up to address one or more specific agenda items listed on the sign-up sheet located on this table. If you wish to address an item not listed on the agenda you may choose to sign-up and speak during the resident open forum at the beginning of each meeting.

**Each individual will be limited to:
Three (3) minutes during the resident open forum;
Two (2) minutes on specific agenda items at the time that item is discussed.**

The Board will not entertain questions from individuals who have not signed up to speak at either the open forum or on a specific agenda item. Once the meeting has been called to order, and the sign up sheets are forwarded to the Board, there will be no further opportunities to sign up to speak at the meeting.

At the appropriate point during the agenda the Board President will invite the individuals to come to the podium to speak, in the order in which they are listed. Once at the podium, please identify yourself and your address before you begin your presentation.

A timer light (“traffic light”) will also be located on the podium to indicate the amount of time a speaker has remaining.

To ensure the efficient progression of the meeting:

- no additional time will be granted, so concise and brief statements are encouraged to move the meeting along for all participants;
- as the Board is the decision-making body, all input will be directed to the Board not to other residents; and
- Trustees may but are not obligated to ask questions at the end of an individual’s statement.