

CITY OF FAIRFAX RENAISSANCE HOUSING CORPORATION
Minutes of the Board of Directors Meeting
March 11, 2025, at 11:00 a.m.
MainStreet Bank HQ Branch - 10089 Fairfax Boulevard

CALL TO ORDER

Mr. Cunningham called the meeting to order.

DIRECTORS PRESENT: Paul Cunningham, President; Doug Ross, Vice-President and Treasurer; Jim Shipp, Secretary; Adam Humphreys and Janet Jaworski, Directors.

OTHERS PRESENT: John Carter, Board Counsel; Mariana Quackenbush (arrived 11:15 am), MainStreet Bank (MSB) representative; and Tina Gillian, Executive Director.

ATTENDING

ELECTRONICALLY: None.

APPROVAL OF THE AGENDA

The agenda was accepted as presented.

APPROVAL OF THE JANUARY MEETING MINUTES

Motion: Mr. Shipp made a motion to approve the minutes as presented, seconded by Mr. Humphreys.

Action: Motion carried 5:0.

ESTABLISH NEXT MEETING SITE, DATE & TIME

The next meeting will be held on Tuesday, April 8, 2025. All meetings start at 11:00 a.m. in the MainStreet Bank HQ Branch unless otherwise specified.

LOAN / BANK ISSUES

Ms. Quackenbush arrived and provided updates on the loans currently in process with MSB. Ms. Quackenbush left the meeting after her update to the Board.

BUDGET REVIEW

Mr. Ross presented the Treasurer's report to the Board. There are no issues with the budget report as presented.

CORRESPONDENCE REVIEW/UPDATE ON PROCESS & OUTSTANDING ISSUES

The Board reviewed the following correspondence/outstanding issues:

Project Update Forms:

Name	Status Date	Status	Est Complete Date
Ashleigh & James Rich	01/31/2025	In Progress	April/May 2025
Michael Glatzer & Dania Liebergesell	02/03/2025	In Progress	02/29/2025
Alan & AnnMarie Baribeau	02/10/2025	In Progress	Summer 2025
Peter & Heather Streckfus-Green	02/24/2025	Complete	Stain deck in April 2025
Nick Tricarichi	02/28/2025	In Progress	July 2025

PROJECT REVIEW

4119 Locust Lane (White) - approved and ok to forward application to MainStreet Bank for their review.

4121 Addison Road (Scadron) – Final tour.

10231 Stratford Avenue (Arian) – Final tour.

STATUS OF CORPORATION

Mr. Carter stated there are no issues with the corporation.

REMOTE PARTICIPATION POLICY

Motion: Mr. Ross made a motion to approve the remote participation requirements contained within the corporation bylaws as the FRHC remote participation policy, beginning July 1, 2025. He further moved for the annual review and adoption of the policy to take place each following July, seconded by Mr. Shipp.

Action: Motion carried 5:0.

LOAN APPROVAL REVIEW

There are no issues with the Loan Program Update report; a copy of which will be attached to these minutes.

APPLICATION PROCESS – discussion cont'd / FRHC Loan Requirements

The directors continued their discussion regarding the requirement that a home must remain owner-occupied and cannot be sold or rented for at least 24 months after the loan closing date to avoid an interest reimbursement. The discussion was continued until the next meeting.

ADDITIONAL ITEMS

The Board discussed the list of civic associations provided on the city's website and possible ways for outreach regarding the program.

ADJOURNMENT

The formal meeting was adjourned by consensus at 1:17 p.m. to reconvene at 4119 Locust Lane to begin the site tours. See "Project Review" sections for results of today's tours.

President

ATTEST:

Jim Shipp, Secretary