

Passed



Advisory Neighborhood Commission 4A
Government of the District of Columbia

RESOLUTION #4A-2020-01-16-3
Authorizing ANC 4A to Release Office Space, formerly
held with ANC 4B, Back to the North Minister
Presbyterian Church
Proposed for Adoption January 16, 2020

Advisory Neighborhood Commission 4A (the Commission) takes note of the following:

- Advisory Neighborhood Commission 4A shared an office with (ANC 4B), with whom we shared our office space, office manager, and the costs of phone and internet;
- ANC 4B vacated the office six months ago; Our office manager has also retired;
- ANC 4A officers believe that it is not cost efficient for us to continue to pay \$800 per month for the space that few, if any, 4A Commissioners utilize;
- ANC 4A is currently paying \$800.00 per month for the space and the space is not being fully utilized;
- ANC 4A Chair has been advised that another group has asked the Church to use the space;
- ANC 4A notes that the operation of the printer has become a liability, because we are being assessed charges for thousands of pages that were copied, for which no 4A Commission claims responsibility;
- ANC 4A believes that ending the office lease is in 4A's interest and the public interest;
- ANC 4A is able to arrange for a free phone service and the free delivery of mail at a substantial cost saving;

RESOLVED:

That Advisory Neighborhood Commission 4A end its lease arrangement and notify the Church of our intention to be out of the premises by the end of February of 2020 with the following conditions:

- The Commissions shall arrange for the removal and or storage of the furniture / equipment left by each Commission;
- ANC 4A will provide notice to the DC Government of our designated contact for mail delivery;
- ANC 4A will make arrangements for the storage (sale or relocation)of the printer;
- The ANC 4A Treasurer will be responsible for maintaining and securing the ANC 4A financial records;
- The 4A Secretary (Commissioner Whatley) is authorized to conduct the closing out of the office;
- All 4A Commissioners will remove any personal items now stored at the office;
- ANC 4A will allow Commissioners to do their printing for ANC 4A meetings via a commercial printer;
- ANC 4A will work with, and through, the OANC to complete the move;
- ANC 4A will utilize the DC One Drive and official electronic emails and storage for ANC business, to the extent feasible; and
- Each ANC 4A Commissioner shall return their keys to the office.

FURTHER RESOLVED:

That Commissioner Stephen Whatley shall represent the Commission in all matters relating to this resolution.

ADOPTED by voice vote at a regular public meeting (notice of which was properly given, and at which a quorum of of seven members was present) on January 16, 2020 by a vote of 5 yes, 1 no. *& abstentions*

Gale B. Block

Also see