

Appointment of Covenants Committee Members Resolution Worksheet

Date: June 26, 2024

Suggested Motion:

“I move to appoint _____, _____, and _____ as members of the Covenants Committee.”

2nd:

Summary:

Three seats are available for appointment on the Covenants Committee.

Current members Kristine Miller and Anita Van Breda wish to continue serving on the committee, while Nina Etyemezian, Kathleen McGillicuddy, and Whitney Mitchell are interested in joining.

Candidate letters and resumes are included.

Vote:

	In Favor	Opposed	Abstained	Absent
Scott Buchanan				
Dave Bush				
Robin Davis				
Jeff Lisanick				
Amanda Mullan				
Scott Mulrooney				
Mike Rothenberg				
Jim Wicker				

June 4, 2024

Dear Board of Directors,

Please consider me for reappointment as a member of the Covenants Committee. I'm approaching my one year mark as a committee member. I have learned a lot in my short term and I hope to continue in this role so I further my learning. I have enjoyed collaborating with the other committee members. In addition, I have welcomed the challenging, but important job of upholding the Parkfairfax Covenant specifications.

I have been an owner in Parkfairfax for almost 4 years. I value the historical elements of this community. I would work diligently to monitor and enforce compliance by owners and residents. As a committee member, I would advise and assist the Board of Directors in decisions that are best suited to preserving this historic community.

From the moment I toured Parkfairfax, I was in love and knew I wanted to make it my home. I love the beautiful landscaping and never-ending greenery. The historic feel of the buildings and land makes it such a wonderful place to reside.

Throughout my life, I have been both an owner and renter of different communities. I have always treated neighbors with respect, as well as the communities I have lived in. As a teacher for almost 20 years, I've had experience maintaining a comfortable learning environment, doing what's best for my students, and meeting with parents to discuss strengths and needs of their child. In addition, I have been a member of my school's leadership team for the past 4 years. In this position, I have needed to consult with my teammates and collaborate with other leadership members to make important decisions that reflect the mission of our school. I feel these roles have prepared me for being an active member on the Parkfairfax Covenants Committee. I have the experience to do what is best for our owners and residents, while also upholding our community's values and resolutions.

Thank you for considering me for reelection,

Kristine Miller
3716 Lyons Ln

QUALIFICATIONS SUMMARY

Countries of work experience: Bahamas, Indonesia, Papua New Guinea, Republic of Congo (formerly Zaire), Sri Lanka, Thailand, USA, Vanuatu, Virgin Islands.

- 15 years' experience innovation and design, development and implementation of environmentally responsible disaster recovery, reconstruction and risk reduction programming and policy
- Co-focal point for Environment, Climate Change, Disaster Risk Reduction *Sphere Humanitarian Standards Handbook* revision team
- Co-Chair *Environment Community of Practice* for UN Emergency Shelter Cluster
- Writing team member, The Seep Network *Minimum Economic Recovery Standards*
- Non-profit institutional development, management and training
- Organizational financial management and strategic planning
- Managing, leading and cultivating relationships and partnerships/coalitions with complex stakeholders: international and local non-governmental organizations (NGOs), United Nations (UN), senior officials, communities, donors, governments
- Providing technical and management oversight and guidance to geographically dispersed teams on program and project performance; identifying opportunities for enhancing project design and implementation

PROFESSIONAL EXPERIENCE

- World Wildlife Fund, Washington DC.** 2015-present
Senior Director, Environment and Disaster Management
Lead WWF engagement in green disaster management policy and practice with NGOs, governments and UN agencies. Design, develop and implement natural and nature-based flood management approaches and training.
- World Wildlife Fund, Washington DC.** 2005-2015
Director, Humanitarian Partnerships
Designed, developed and implemented five-year, \$ 4.5 million global partnership with American Red Cross for environmentally responsible disaster recovery, reconstruction and risk reduction. Led global team on integration of natural resource management into sustainable shelter, water, livelihoods and disaster risk reduction programming and training. Lead WWF engagement in green disaster management policy and practice with NGOs, governments and UN agencies.
- World Wildlife Fund, Washington DC.** 2002-2005
Senior Program Officer, Asia-Pacific Marine Ecoregions.
Manage strategic planning and design for marine protected areas, species protection and fisheries management.
- Electoral Reform Project-Transparency International. Papua New Guinea** 2001
Consultant
Train project manager and staff in strategic planning and financial management for two-year electoral reform and good governance project.
- Conservation Melanesia. Papua New Guinea** 1997-2000
Chief Technical Advisor
Technical Advisor for local environment conservation NGO. Led organizational development and management; fund raising and financial management; environment conservation program design and management, sustainable development and international and national environmental policy; recruit train and manage staff of six.
- Transparency International-PNG, Inc. Papua New Guinea** 1998
Consultant

Evaluate organizational structure and project activities, recommend organizational design techniques and methodology, conduct strategic planning training for board of directors and staff.

George Mason University, Bahamas.

1996-1997

Part-time Faculty

Provide marine ecology and resource management instruction for field studies and community learning class at the Bahamas Environmental Research Center. Design training for Bahamian staff, supervision of students and staff.

Department of Industry, Trade and Commerce, Vanuatu

1995

Consultant

Survey rural businesses in Northern Province. Design survey and interview entrepreneurs; identify capabilities and analyze needs of business operators; analyze appropriate and feasible industrial and rural development. Develop recommendations for village business opportunities including ecotourism, transportation, retail business, and sustainable forestry and fisheries.

Foundation for the People of the South Pacific, Vanuatu.

1994-1995

Marine Conservation Planner-Profitable Environmental Protection Project

Marine conservation planner for USAID conservation and business development project. Work with local communities and government agencies to incorporate biological, social and economic factors into strategy for long term coastal environmental protection and enterprise development. Responsible for training of local counterpart; supervision of consultants; project documentation and reporting; and liaison with government and partner agencies.

Yale University, USA.

1992-1993

Program Director, Center for Coastal and Watershed Systems

Responsible for organizational development and management, short-term and long-range strategic planning. Direct program development manage fundraising and project budgets. Responsible for all aspects of administration, public affairs, and publications. Design graduate field course in coastal zone assessment and management. Supervise assistants.

National Park Service, US Virgin Islands

1990

Resource Management Biological Technician

Conduct field studies on marine and terrestrial resources, water quality survey; coral reef monitoring and damage evaluation; mooring buoy installation; international Biosphere Reserve resource management training programs; feral animal control and monitoring; project documentation and technical reporting; maintain wildlife database. Provide environmental education training for Youth Conservation Corps. Supervise volunteer data collectors.

EDUCATION & SKILLS

Yale University, School of Forestry and Environmental Studies

Master of Environmental Studies

George Mason University

Bachelor of Art-Biology; Environmental Management Certificate

Clark University, USA

Participatory Rural Appraisal Certificate

United Nations

Environmental Advisor UN Emergency Shelter Cluster Training

Melanesian Pidgin (*fluent*), Dutch (*conversational*), French (*basic*)

PUBLICATIONS/PRESENTATIONS

Resilient Together 2018 Annual Forum. FEMA, World Bank, GFDRR. Communication and Engagement with Communities: Local to Global Experiences from the World of Floods.

International Women's Forum, 2018 World Leadership Conference. Sea Change: Sea Rise panel discussion with Atiq Rahman, Bangladesh Centre for Advanced Studies; Susanne Torriente, Chief Resilience Officer City of Miami Beach; Jeanne Meserve moderator.

Oglethorpe, J. **van Breda, A.** et. Al. *Mainstreaming Natural Resources into Post-Conflict Humanitarian and Development Action*. 2016. **Environmental Law Institute**. “Governance, Natural Resources and Post-Conflict Peace Building” series.

Anita van Breda and Robert Laprade “Reducing Risk and Vulnerability—An Environmental and Humanitarian Reconstruction Partnership”. *Conference Proceedings 2008 4th International i-Rec Conference Building resilience: achieving effective post-disaster reconstruction*. Downloaded from <http://www.resorgs.org.nz/irec2008/Papers/van%20Breda.pdf>, August 25, 2011

Laprade, R and **van Breda, A.** “Best Practices: Green Recovery and Reconstruction Toolkit and Training.” *Monday Developments* 28, no 11 (November, 2010): 27-28

Aurelie Shapiro and **Anita van Breda.** “Satellite Imagery Helps Haiti Rebuild”. *Focus*. July/August 2010. Vol.32, Number 4.

6/6/2024



Nina Etyemezian
3617 Gunston Road
Alexandria, VA 22032

Dana Cross
Assistant General Manager
Parkfairfax

To Whom It May Concern,

I have been a Parkfairfax resident and homeowner for twenty-one years. I had moved back from an overseas posting in 2003 and was looking for an area to put down roots. My introduction to Parkfairfax came by way of a visit to a work colleague who highly recommended the community. I was immediately struck by the charm of the buildings, the hills and valleys, and wide, open and lush green spaces. Twenty-one years later I am still here and marvel daily at the mini-edén I have had the good luck to land in.

After all these years in the community, I am quite aware of the challenges posed by maintaining the look, the feel and the mystique of Parkfairfax. So many units have been upgraded over the years ranging from complete overhauls to specific area renovations (bathroom, kitchen, central air/heat) to more cosmetic changes to freshen up units. But these buildings are aging – elegantly I have to say – and not always able to absorb the new systems or appliances that are being introduced into units. Balancing the need to keep our property values competitive while maintaining our Williamsburg appeal is a delicate balance which I believe the covenants committee takes a lead role in administering.

At this point in my career, my work volume has decreased as has the expected international travel –liberating my time to be not only a beneficiary of the bounty and beauty of Parkfairfax, but also a contributor to the process and efforts of maintaining that delicate balance. The covenants committee is clearly charged with addressing critical aspects of this balancing act and I believe I am a good candidate for appointment to the covenants committee for several reasons. I deeply desire to give back to the community and contribute to its continued success. My long occupancy in the community means I have seen many different types of changes and know many of the changes that have or have not worked. I have had my own experience with upgrades and trying to decide how to do them to ensure they are sustainable and appropriate for the Parkfairfax environment. Finally, I am aware that many of the requests that come to the committee are time sensitive, have spoken to other long term residents of the community who have served on the covenants committee to better understand the requirements and needs of the appointment, and know/have met around 30 unit owners in the neighborhood giving me a good understanding of the needs of our residents and homeowners.

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My career has been in international development which requires the ability to understand different perspectives and points of view while being pragmatic about what is and is not feasible. It has also required me to be adaptive, being aware that rules are there for a very good reason and with particular intent, but that practicality and reality also have to be part of the equation when evaluating requests by residents. I currently lead a division comprised of 30 people in the US and about 250 staff globally. Much of my daily work is focused on balancing and prioritizing many competing demands, negotiating conflict between different functional groups around getting the work done, and ensuring that United States Government compliance regulations are adhered to by the projects we implement.

All of which is to say, I would welcome the opportunity to serve on the covenants committee and hope that my candidacy, commitment to Parkfairfax and professional experiences can prove useful and beneficial for the work of the committee.

Thank you for your consideration

A handwritten signature in black ink, reading "Nina Etyemezian", enclosed in a thin black rectangular border.

Nina Etyemezian

NINA ETYEMEZIAN

Washington, DC ♦

♦ [Linkedin.com/in/nina-etyemezian](https://www.linkedin.com/in/nina-etyemezian)

Senior level executive with 20+ years of progressive leadership experience in international development, strategic positioning for divisional and business unit growth, management in matrixed organizations, and program design and development. Seeking position commensurate with opportunities to grow and manage programs or units.

- Strategic thinker and resourceful problem solver with ability to rapidly synthesize information, convey vision, identify client and/or partner needs, and secure new business.
- Articulate communicator and writer with excellent conceptualization and analysis skills and the ability to assess new directions for growth.
- Seasoned in international development policy, US and other donor strategies, and education and human capacity development programming with exceptional ability to navigate different cultural and linguistic environments.
- Adept leader, accustomed to working collaboratively with multi-disciplinary teams and with a reputation for cultivating and mentoring talent while fostering a positive and inclusive work environment.

Core Strengths and Expertise:

- ♦ Strategic Planning and Execution
- ♦ Leadership & Team Building
- ♦ New Business Development
- ♦ Effective Interpersonal Skills
- ♦ Partner & Client Relationships
- ♦ Management & Oversight
- ♦ International Education
- ♦ Gender, Youth, & Inclusion
- ♦ Mentoring & Coaching

PROFESSIONAL EXPERIENCE

WINROCK INTERNATIONAL – Alexandria, Va

05/2022 – Present

Associate Vice President, Human Rights, Education and Empowerment

Manage, lead and grow the Human Rights, Education and Empowerment division, manage its staff and support efforts to improve staffing and responsiveness of project teams at the global level. Pursue new business to ensure continued stability of the division and growth in the longer term. Grow technical leadership and promote that success and results of division internally and technical work globally.

- ♦ **Provide leadership and strategic visions to improving and growing the HREE division.** Support HREE's two technical units to develop and operationalize their technical unit strategies. Ensure integration of technical strategies into larger divisional strategy including a focus on new business efforts and improved management and decision-making processes. Oversee and support appropriate level and technical configuration of division's human resources.
- ♦ **Promote HREE successes externally and internally.** Identify and socialize strategies for promoting Winrock's competencies and successes in countering trafficking in persons (TIP), access, quality and inclusion in education, safe migration, countering child labor, promoting youth development, and localization.
- ♦ **Meet annual divisional financial targets.** Ensure that division meets its financial revenue targets with expenditures remaining aligned with the division's core budget and revenue generated from projects aligning closely with projections. Collaborate and support technical units and new business team to ensure robust and creative annual business growth strategies. Provide quality assurance on all proposals from HREE.
- ♦ **Manage division and ensure positive morale.** Oversee and manage a core team of 25 staff with a focus and 250 staff globally through sixteen international development projects within the three technical sectors. Ensure that technical units are

fully staffed by placing a priority on backfilling vacant positions through aggressive recruitment. Build cohesion and a divisional leadership mindset amongst the senior leaders of the division who report to the AVP directly.

- ♦ **Lead efforts to grow and deepen capabilities.** Drive towards promoting successes, results and excellent implementation through a variety of avenues including presentation at conferences, social media, blogs and articles, convening seminars or topic specific event, and influencing donor technical directions where possible and appropriate. Support technical leadership to promote and increase visibility for our programs and results.

INDEPENDENT CONSULTANCY – Alexandria, VA

2021 – Present

International Development Consultant

Provide clients with strategic guidance and technical support in varied sectors. Advise on project design and development that is reflective of context and responds to USG education sector priorities and trends. Provide insights and guidance on partnership opportunities and private sector engagement that best streamline project implementation. Currently involved in initiatives focused on education systems strengthening, higher education, basic education, and out of school youth.

RTI INTERNATIONAL – Washington, DC

2014 – 2020

Director, Program Development & Strategy, International Education (IE) Division (2015 – 2020)

Developed and executed short- and medium-term divisional growth strategy in consultation with colleagues in the division's Senior Management team. Authored and implemented policies and procedures to streamline business development operations while building new business development capacity at the division level. Advocated and advised on internal investments in future areas of growth to continue diversifying qualifications and maintaining competitive edge.

- ♦ **Division contributed to \$150M/year in revenue in 2019** (approximately 50% increase), developed the strategy and plan and managed its implementation which led to steady and coherent growth of the division.
- ♦ **Mentored and coached technical team members** on strategizing, preparing, and responding to procurements valued at \$700+M and requiring large multidisciplinary teams, won \$400+M in new project work.
- ♦ **Participated and contributed to decision-making as member of IE's senior leadership** including developing and implementing a three-year divisional strategy, managing a consultative process to identify new USG education sector trends for institutional investment, and building cross-divisional collaboration for in-country and international partnerships.
- ♦ **Managed 2 direct reports and many multi-disciplinary teams** within a matrixed organizational structure, expanded the capacity of 5 technical/project staff to develop effective technical design that responded to the clients' needs and requirements, and mentored 10 additional staff members to participate in and contribute to the growth of the division.
- ♦ **Maintained relationships with in-country technical staff of key education projects** across geographic regions to identify technical and implementation best practice that could inform new program design and development.
- ♦ **Served on several Strategic Initiative committees** at International Development Group level and overall RTI level and led multiple consultative efforts within the International Education Division.
- ♦ **Represented RTI and/or IE** with clients, international and local partners, and at events and conferences. Program design and development involved extensive consultations with Ministry of Education Directors and technical staff, other relevant ministries, USG and other international donors, local non-governmental organizations, and industry and the private sector.
- ♦ **Oversaw implementation** of education sector focused early grade learning technical assistance program in the West Bank (US\$19M) that included capacity development across the education system for improved learning outcomes including teacher professional development interventions.
- ♦ **Provided technical regional expertise for RTI's Middle East Strategic Committee** with final recommendations to RTI's Executive Leadership. Participated in the evaluation of U.S. State Department funded Stevens Initiative for career readiness exchange programs using digital platforms. Led an assessment of the State of Education in Syria, submitting confidential findings to USAID.

Senior Program Development Specialist, International Education (IE) Division (2014 – 2015)

Advised the IE Division's Senior Management team on business development. Developed cohesion for the business development functions across the division through the introduction of new tools, processes, protocols, and day-to-day support for staff. Participated in growing RTI's experience with and understanding of the funding requirements of two new donors.

INDEPENDENT CONSULTANCY – Alexandria, VA

2008 – 2014

International Development Consultant

Established a private consulting practice to provide technical, strategic, and business development support across several sectors. Cultivated a loyal client base for independent assignments related to basic education, early grade learning, youth and workforce development, assessment and evaluation, workshop facilitation, and gender & inclusion. Completed all assignments on-time and within the established budget.

Selected Consultancies:

- ◆ **Youth and Gender Assessment, IBTCI (USAID/Yemen)**
Led the Youth component of a Youth and Gender Assessment for USAID/Yemen, including literature review, a mini study on needs, attitudes, and challenges facing Yemeni youth and analysis of programs implemented by USAID partners including youth-serving NGOs.
- ◆ **Program Design and Development, USAID/Liberia**
Designed and authored scope of work for an education project focused on supporting Liberia in achieving its girls' education indicator threshold for Millennium Challenge Corporation Compact eligibility.
- ◆ **Gender and Inclusion Technical Assistance, RTI**
Conducted literature review on gender and inclusion for USAID/EGAT/ED that provided the framework for "A Guide for Strengthening Gender Equality and Inclusiveness in Teaching and Learning Materials" handbook.
- ◆ **Assessment of Palestinian MOEHE Capacity, JBS International (USAID/West Bank Gaza)**
Reviewed Ministry of Education and Higher Education's (MOEHE) capacity to operationalize the National Teacher Education strategy. Assessed gender-based constraints to access and persistence in school. Wrote scope of work for proposed USAID/WBG procurement to improve teaching and learning in Palestinian schools.
- ◆ **Business & Proposal Development, Save the Children/Mali**
Lead project designer and writer for winning USAID/Mali lower secondary education project.

*Previous Employment:***Associate Director, Social Sector Division** – DevTech Systems, Inc., Arlington, VA**Education and Gender Advisor, Office of Education** – USAID, Morocco**Education Specialist, Human Development Department** – The World Bank, Washington, DC**EDUCATION**

HARVARD UNIVERSITY – Cambridge, MA
M.Ed. in International Education

BOSTON UNIVERSITY – Boston, MA
B.A. in History
Minor in Political Science
Magna Cum Laude

REGIONAL AND COUNTRY EXPERIENCEAfrica

Djibouti, Ethiopia, Ghana, Kenya, Liberia, Malawi, Mali, Niger, Nigeria, Rwanda, Senegal, Tanzania, Uganda, and Zambia

Asia

Bangladesh, Kazakhstan, Kyrgyzstan, Myanmar, Nepal, Philippines, Sri Lanka, Uzbekistan

Caribbean
Haiti and Jamaica

Middle East
Egypt, Jordan, Lebanon, Morocco, West Bank, Yemen, and Gulf Cooperation Countries

ADDITIONAL SKILLS

Language: English (Native speaker), Arabic (Native speaker), French (Proficient), and Armenian (Oral fluency)

Software: Salesforce, Microsoft Office (Word, Excel, PowerPoint, Teams, and Outlook), Zoom, and Skype for Business

From: [Kathleen McGillicuddy](#)
To: [Dana Cross](#)
Subject: Letter of interest to be a member of Covenants Committee
Date: Thursday, June 6, 2024 4:31:43 PM

Greetings Ms Cross and Members of the Covenants Committee:

My name is Kathleen (Kathy) McGillicuddy

I am a 12 year owner of a Madison at 1627 Preston Road.

I am also a native Alexandrian!

I graduated from George Mason University with a BA.

Presently I am a retiree from United Airlines.

I have taught piano at a subsidized after school center in Reston for 20 years as a volunteer.

Many years ago I took the Master Gardeners course and enjoy gardening with native plants.

As an avid Parkfairfax walker I see many violations of covenants and would like residents to become more aware what the covenants are.

In closing I would like to say I think Parkfairfax is a beautiful place to live and I would like to contribute to it by becoming a member of the Covenants Committee.

Best
Kathy McGillicuddy

Whitney L. Mitchell
3527 Martha Custis Drive
Alexandria, VA 22302
~~757-434-3359~~

June 7, 2024

Dear Parkfairfax Unit Owners Association,

I am writing to express my interest in serving on the Covenants Committee. As a dedicated homeowner within our community for the past thirteen years and previous renter, I have a deep appreciation for maintaining and enhancing our neighborhood's aesthetic and standards for the greater community.

During my time in the community, I have undertaken numerous home improvement projects aimed at increasing not only the value of my property but also contributing positively to the overall value and appeal of Parkfairfax. These projects include a complete kitchen and bathroom remodel, new windows, patio construction, landscaping, and other improvements that align with our community standards and vision. My hands-on experience in these areas gives me a practical understanding of the process, implications, and benefits of various home improvement initiatives.

Professionally, I work at the American Society of Landscape Architects and previously with the National Association of Home Builders. I have working knowledge of planting design, outdoor landscape materials, and the critical importance of professional contractor licensing. In my role, I have managed education programs that emphasize best practices in design, construction, maintenance, and ensuring professionals in these fields are equipped with the latest knowledge and skills to create and maintain high-quality residential built environments.

I am particularly interested in serving on this committee because I am passionate about preserving and enhancing the beauty and value of our community. I am committed to ensuring that our covenants are upheld in a fair and effective manner and promoting a cohesive and attractive community for all residents. My combined experience as a long-term homeowner and a professional in the field of residential design positions me to contribute positively to the committee's work.

Thank you for considering my letter of interest. I look forward to the opportunity to contribute to the continued success and improvement of Parkfairfax. Please feel free to contact me if you require any further information.

Best wishes,

Whitney Mitchell

Whitney L. Mitchell