### Steering Committee Meetings

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### Membership Meetings

- February 17th, 1972: Baptist Church

* minutes unavailable
In response to a request from Sylvia Marshall and Dottie West the steering committee agreed to call a special meeting to hear a request for a Focus loan to one of the members of the Inner Voices for payment of his rent.

Fred Humphries, Mona Blake, Lewis Marshall met with Sylvia Marshall, Dottie and Leon West and agreed to make a loan in the amount of $250.00 to Archie Childs of the Inner Voices. Embrey Rucker and the Episcopalian Congregation agreed to contribute $100.00 in a check made out to Black Focus. Leon West accepted the responsibility for securing a note which would include a promise to pay 3 installments. The Focus check was to be drawn from the festival account which would be reimbursed immediately from the regular account.

Mona Blake
Secretary

SPECIAL MEETING ADDENDUM:

Mona Blake mentioned the possibility of black appointments to county boards and requested that the persons present suggest names to be forwarded to Supervisor Jin Scott. Mr. Scott has promised to make nominations before the board of Supervisors based on such resumes. He is in the process of seeking names of possible black appointees throughout the county as well as in his own district ( PROVIDENCE ).
STEERING COMMITTEE MEETING: January 3, 1972 (1st annual meeting)

PRESENT:
Louis Marshall
Fred Fresh
Fred Humphries
Mona Blake

The meeting opened with a report on the loan to Ascend Current. It was suggested that a revolving emergency fund be established for such purposes and that we act only on such requests when there is money in the fund. An amount was set for the fund. Mona Blake made a full report on her involvement with the appointment of black persons to county boards as follows:

Jim Scott, newly elected supervisor, had asked her personally to allow her name to be put up for the school board. In addition he requested that she recommend other people for his consideration to be nominated to fill other board vacancies including: Tenant-landlord commision, housing hygiene, fair housing.

At the suggestion of persons at the Steering Committee Meeting, a list of names was compiled and contacted. These persons were asked to submit resumes if they were interested.

The Steering Committee added names to list and suggested that the persons added be invited to a meeting to be set up between Supervisor Scott, Magazine, Other county blacks, and Reston people including all members of the Steering Committee and persons whose names were submitted. It was also suggested that Focus needed guidelines for ethical conduct in matters of this kind. Fred
Humphries agreed to draw this up for discussion at the next meeting.

The Committee discussed at length its organization and functioning for the year. The following suggestions were made and tentatively agreed upon:

1. That an introductory information packet be made up for new members.
2. That meetings be regularized. Every Monday for Steering Committee until 1st regular membership meeting.
3. That an agenda for the year be developed to include a budget.
4. That we develop a new charter and structure for the organization.
5. That we devise ways to raise revenue to carry out more vigorous programs including possibly the hiring of clerical or professional staff.
6. That we consider a retreat to hammer out program.
7. That we have an information officer who would produce a newsletter and perform other public relations including a Focus resource list.
8. That we begin organizing standing committees and request that they submit a tentative program, a budget, and a committee membership list.
9. That all committees be asked to think of ways to support their own activities and raise funds for Focus in general.
10. That committee assign itself the task of defining a committee. Possible committees will include County relations, eco-
nomic development, Gulf Reston Relations, Youth Activities, school relations, housing, social, membership, and information. Structure for the year to be reported on at the next meeting.

STEERING COMMITTEE ORGANIZATION:
Lewis Marshall will serve as treasurer, Mona Blake as secretary, Fred Humphries and Fred Fresh in chairman like capacities. Doris Douglas will be asked to accept Information Services, Jean Maxwell Social Committee, Thelma Fleming Membership committee. Checks will be signed by two (2) of the following: Fred Fresh, Mona Blake, Lewis Marshall.

FESTIVAL:
Lewis Marshall will be in contact with Roger Coleman to begin the proposal writing process for funding by the N.E.F. Acts for the festival. Since Roger Coleman agreed to act as interim Festival chairman he will be asked to call the necessary first organizational meeting.

AGENDA FOR NEXT MEETING:
Committee structure and functioning
Festival progress Report

PERSONS CONTACTED FOR COUNTY APPOINTMENT:
*Leon West (resume never forwarded)
*Charles Smith
  George Tolbert
  Lewis Marshall
*Siegal Young
*Lewis Douglas
*Ken Bolton
*Dick Cask ns
*Charles Smith
  Frank Kent
Roosevelt Jones
*Roosevelt Colbert
*Imwin Holmes
  Jarred Metz
  Leon Cooper
*Mona Blake
*Bob Secundy (previously submitted)

Mona Blake
Secretary
January 4, 1972

Meeting at home of Mona Blake with other county blacks—supervisor Scott discussed best way to proceed. It was decided that several names would be put up for all vacancies in order to include a wide spectrum of talents, experience, qualifications, and better insure that some black appointments could be forthcoming.

Mona agreed to keep a record of the correspondence and resumes involved on behalf of Syd Holland and the Reston group.

It was agreed that Jube Striver of Alexandria would be contacted and urged to submit a resume for appointment to the school board.

The group also discussed other ways to increase county sensitivity to blacks and the improvement of communications and cooperation between blacks.

Present at Meeting:

Taylor Williams—Ass't Supervisor of Area I * Public Schools, Reston resident.
Sid Holland—President of County-Wide Citizens Association
Dave Budd—President, Fairfax County N.A.A.C.P.
Jim Bigelow—President, Baileys Area Civic Association
James Robinson
Bill Henderson—Alexandria school board
Dick Gaskins—Reston Fair Housing
Charles Smith—Reston Fair Housing
Lou Douglas—Reston Fair Housing
Roosevelt Colbert—Reston School Board
Irwin Holmes—Reston Fair Housing
Bob Secundy—Reston School Board
Mona Blake—Reston School Board
Eli Blake—Reston
Fred Humphries—Reston
Lewis Marshall—Reston
Frank Kent—Reston
Supervisor Jim Scott
In addition resumes were forwarded to Siegal Young from Ken Bolton. At the request of Tom Brown of Alexandria Mrs. Donna Tucker was recommended to the school board and the N.A.A.C.P. youth council was advised to submit student names for representation as student member. Bob Maxwell's resume was also submitted by him for appointment to Fair Housing or Planning Commission.
RESTON BLACK FOCUS
Steering Committee

MINUTES

January 25, 1972

The meeting convened at 8:30 P.M. at the home of Jean Maxwell. Members in attendance were:

Fred Humphries, Presiding Chairman
Fred Fresh, Co-convener
Louis Marshall, Treasurer
Doris Douglas, Information & News Services Secretary
Thelma Fleming, Membership Secretary
Jean Maxwell, Social Secretary
Frank Kent, Festival Chairman
Ernestine Bush, Acting Secretary

AGENDA

I. Candidates to testify for Board of Education Hearings
II. Candidates to serve on Board of Community Activities
III. Membership Dues
IV. 1972 Festival
V. Budgeting
VI. Charter -- Revision

I. Candidates to Testify for Board of Education Hearings

Pursuant to a request from Mona Blake, by memo dated January 23, 1972, to the Steering Committee, the Committee selected five members of Black Focus as a possible candidate to testify before the Board of Education on January 27, 1972:

Sammie Campbell
Leon West
Marion Secundy
Bob Secundy

Fred Fresh attempted to contact the selected members -- during the meeting -- to inquire as to their availability and to request that they contact Mona Blake, member of the Fairfax County Board of Education.
II. Candidates to serve on Board of Community Activities

Dorrie Douglas asked for nominees to serve on the Board of Reston's Northern Virginia Music Center and that nominees be asked to report to Grandison Jones, member of the Northern Virginia Music Center Board of Directors. Ernestine Bush volunteered, after meeting.

Louis Marshall asked for nominees to serve on the Board of RCA. No response.

III. Membership Dues

The issue concerning collection of dues was again brought to the floor. It was decided that membership cards be given to paid-up members (Marion Secundy has some cards left over from last year) and that action be taken as soon as possible.

IV. 1972 Festival

Fred Humphries introduced Frank Kent, Chairman of the Festival Committee. He asked that members of the Committee provide Frank with knowledge and experiences of last years' Festival and Festivals past that might give him some insight in preparation for this year's Festival. Frank opened this discussion by first expressing his desire to work with the Steering Committee, in his capacity as Festival Chairman, adding that it was his idea that the Festival Committee is but an agent of the Steering Committee and is therefore responsive to the Steering Committee on its activities. He asked if the Committee endorsed his appointment and the preparation of a 1972 Festival. Frank went on to advise the committee of his plans for the Festival: he suggested stretching Festival activities to cover more days and then building up to a grand climax. He felt that this might alleviate some of the hard work and extreme exhaustion on the part of members of the Festival Committee and would also allow them an opportunity to enjoy parts, if not all, of the Festival activities. This could be achieved, he went on, by setting up an evening of Black contributions to the following arts (a day or evening for each):

Films
Poetry
Dance, etc
Soul Food

Further, he felt that the weekend again consist of the kickoff dance, Educational Exhibits and Wolf Trap. At this point, Frank asked the Committee's opinion of the Festival Committee's desire to conduct its own fund raising activities. Here, Dorrie Douglas, speaking for the Committee, strongly suggested that fund raising not be the THEME of the Festival, as that is not the purpose for the Festival; but that
if monies were made as a result of the Festival, then a portion be put in the Treasury and a larger portion be, of course, donated to a charity. Doris said that it was very important that the Festival not be bogged down with the idea that it has to make money for any specific charity. Frank said that having a charity would make it easier to solicit contributions and that we should consider a National Charity, the United Negro College Fund. He said that it was the Festival Committee's intent to solicit from businesses in the area. The Committee then discussed last year's budget and fund raising activities with Frank. Lou Marshall read last year's budget uncompleted but promised to deliver an updated budget for the whole Festival and a copy of last year's add book. Frank said that he would like to try a get this year's Festival coverage in a National magazine.

Frank asked if the Festival was dependent on success of the proposal that was submitted. No. Lou suggested application be reviewed for approval before taking action.

Fred Humphries advised Frank that there could not be two separate treasuries for handling monies. Monies will have to be channeled through one source. This is a protective measure to ensure proper accounting, control, etc., should there be any kinds of legal mishaps against Black Focus. He was told that there would be three people at his disposal at all times for issuing checks; Fred Fresh, Mona Blake and Lou Marshall. Lou requested that each committee submit a projected budget for the year.

Frank informed the Committee that Lou Giles has volunteered to act as PR and that he should be contacted in assisting or working as Historian for Focus.

Doris Douglas motioned the floor that Frank Kent's appointment as Chairman of the Festival Committee and the convening of the 1972 Festival be approved and accepted. It was so moved and seconded.

VI. CHARTER -- Revision

Fred then asked of the Committee what it thought some of Focus' goals for 1972 should be, such as setting up some kind of base for picking up tabs of a local resident going to college. Fred Fresh interrupted to say that he felt that before continuing with this kind of business, the Committee think about revising its Charter to meet the needs of an ever growing Black Focus. His suggestion was triggered by several comments of other members of Focus that relate to the charter. Members of the Committee discussed the issue and agreed that it should select approximately three members of Focus (not yet designated) to assist the Committee in its revision of the Charter, thereby hoping to settle an tension between Focus members and its Steering Committee. Fred announced that he would hold a meeting for such revision at his home this coming Saturday from 3-5. Frank said that the next meeting would consist solely of the business of revision of the Charter. The meeting was adjourned.
STEERING COMMITTEE MINUTES: FEBRUARY 29, 1972

Present: Doris Douglas
        Jean Maxwell
        Fred Fresh
        Mona Blake
        Mona Head
        Laura Thomas
        Fred Humphries

DANCE REPORT:

Dance Committee plans were reported as follows:

Date: April 7, 1972  Place: Newton Square

Price: $10.00/person including liquor and potato chips. Friday was chosen because of the availability of a good band. Committee requested Steering Committee help in determining reliability of booking agent and acceptability of the contract. A budget for the dance was included.

FOCUS REPRESENTATION ON F.C.A.P. BOARD:

Secretary reported that she received a call from Bill Johnston to the effect that he had received the suggestion from Mrs. MEE director of F.C.A.P., that he might serve on their board for us. She wanted him on the board as an individual any way and Focus has lost its original seat by failing to meet the deadline for indicating an interest for appointing a representative. The steering Committee decided to request to retain our seat if possible and to ask Bill to keep us informed in the interim. Before asking F.C.A.P. for a seat Mona Blake will get a Focus person to accept the responsibility of holding it. Several names were suggested: Dick Gaskins, Bob Maxwell, Merrie Holmes and Bob Taylor.
SOCIAL COMMITTEE:
Jean Maxwell suggests an annual Focus Calendar of events attractively designed.

NEWSLETTER:
Doris Douglas presented some symbols and titles for the newsletter from Doris Yancey. These were accepted with compliments and enthusiasm. They will be tried out in the newsletter for membership reaction.

EDUCATION COMMITTEE:
Laura Thomas reported on work of education committee. They have not yet selected a chairman but they have met and are asking for steering committee input into their task. Laura Thomas has met with the principal and others at Herndon H.S. The committee envisions work shops in the schools and involvement with the Human Relations committee in the schools to create a long term and positive interaction, advisory, monitoring involvement. The focus recommended is continuing attention as well as complaints of specific discrimination and crisis situations. The committee will sponsor an open meeting for all five Reston Area principals i.e. Herndon Intermediate and High Schools, Lake Anne, Forest Edge, and Hunters Woods Elementary Schools, March 22. at 8:00 P.M.
GULF RESTON RELATIONS:
In response to membership interest expressed in the February meeting the Steering Committee will invite former members of the G.R. Relations committee to recap this relationship as a basis for further action. These persons will be invited to next Steering Committee Meeting: Ed and Bev Sharp Marian and Bob Secundy Louis Douglas Irwin Holmes Leon West Eli Blake

We hope that a plan can be drawn up to reactivate this activity.

CHARTER REVISION:
Discussion postponed for lack of time until 3/7/72.

AGENDA FOR MARCH 7th STEERING COMMITTEE MEETING: Fred Fresh's Home Gulf Reston Relations County Liaison and Marian Secundy on County Conference Charter Revision
CHARTER REVISION SUPPLEMENT:
Steering Committee consists of five electives and the following standard committees:

Social
Membership
Information and news
Education

Finance should be eliminated and should rightfully take its place under the chairmanship of the treasurer, which of course, is one of the five electives.

Festival should be eliminated and substituted with another adjective ---maybe program. It is felt that one year Focus may not want to lend itself to the commitment of a festival because of lack of public interest, dying out of public enthusiasm or etc.

Amendment of the Charter can be expected by petition of the body to the Steering Committee or by the will of the Steering Committee itself.

MEMBERSHIP:
Don't want to be caught in position where charter could prevent a "black" no matter who from being a member. Maybe could use the same language as was used in the original definition for the purpose of Focus. Then add a sentence after phrase stating membership cost @ $1.00. Lou Douglas can explain this.

Any person desiring to vote or hold office in Focus must have kept his dues current.

Jean Maxwell--- December not a good month for elections, people away on holiday etc. Should hold its regularly scheduled meeting in October, thus reports falling due on the regularly scheduled meeting in January.

Make some provision for election of nominating committee; probably simultaneously with the election of each Steering Committee.

Alternative for Impeachment:
In the event any Chairman fails to perform his prescribed duty
action shall be initiated to select a substitute chairman to perform in his stead. The Steering Committee shall be consulted on all activities involving the use of Focus's name. It is intended that all requests be made prior to public announcement of the activity.

Ernestine Bush
RESTON BLACK FOCUS
GENERAL MEETING
FEBRUARY 17th, 1972

Washington Baptist Church  8:00 PM
19 present (additional came)

AGENDA ANNOUNCED BY CHAIRMAN (FRED FRESH):

Program for the year
Reports from Committee Chairman

1. Thelma Fleming - Membership
2. Doris Douglas - News and Information Services
   Ad Hoc Committee on Charter Revision
3. Volunteer for Chairmanship of Spring Dance
   Volunteer for Chairmanship of Focus Historian
4. Jean Maxwell - Social Committee
   Investment Club
   Community and County Liaison
   Gulf Reston Inc.
   Lecture Series
5. Frank Kent - Festival Committee

Meeting convened at 8:00 with a report from Thelma Fleming on
membership, at which time she introduced and passed to members
an information card which would reveal each family's history(no.
of members, ages; interests, special talents, etc)

In her report on Information and News Services, Doris Douglas ex-
pressed a strong desire to continue the newsletter, but statedits
continuance depended largely on contributions of news such as human interest, elections, etc. There is also a need for typists, reporters, mailings, etc. Doris invited ideas and/or suggestions for an insignia for the newsletter. Doris plans for her second publication run along the lines of that of a magazine or periodical i.e. pictures, historical events in re. to Focus, editorial comments, etc. It is Doris' intentions that the newsletter serves as a vehicle for reporting results of committee activities etc.

The AD HOC Committee recommended that its revisions be circulated for comments and returned by March 6th. It requested volunteers to help draw up the final version.

Mona Head volunteered to act as Chairman of the Spring Dance, a fund raising activity to be held in late March or early April and would support the general program. Ed Lewis, Raleigh Neal, and Joan Cooper, Doris Yancey, Lydia Ellison, Irwin Holmes volunteered to work on the committee.

A volunteer to serve as Focus Historian was requested. This group would initiate and maintain records of the organization. The records could be used to assist other Blacks in getting off the ground in another town. It is also important to be able to recapture the ingredients that lead to striking activities of Focus. Doris volunteered to research relevent materials.

Jean Maxwell, on social activities, referred to the newsletter for a more comprehensive calender of events. Poker nite was announce to be the 3rd Tuesday of each month w/Irwin Holmes as
contact person for details. Bridge Club meets 1st Thursday of each month. Supper Club (book discussion) every 4th Sat. of each month: Sewing club meets March 8th—Carolyn Frazier on crocheting, embroidery, and Lucy Stills on ceramics. Jean would like to know of interested people in a daytime discussion group. March 4th promises an ice skating event for 8-13 year olds from 1-3:30 at $2.00 per child (skates rented). March 11th, a spaghetti dinner for teenagers. Volunteers asked for clean-up crew, place, chaperone, food, etc. Dates allowed. Easter Monday (or Sat. before) an Easter Egg Hunt for youngsters (9-12). Egg dying party on Monday. Volunteers to help monitor and donation of eggs.

Howard's Nursing Ass'n. is planning Benefit for Purlie at National Theater. Interested people call Sylvia Marshall for tickets.

Date: March 13th.

Marian Secundy volunteered to chair a Lecture-Cultural session (open to the public). Last year's session brought Dr. Gulate on the eruptions in Attica. Marion invites assistance, ideas, and/or suggestions. Laura Thomas to assist.

Jean needs volunteers from Daddys to assist in setting up outings for the boy members of Focus families, such as hiking, bicycling, fishing, baseball, etc.

Irwin Holmes introduced the inception of an investment club, independent of Focus, with stereo on land as opposed to stock. However this group will be glad to show valuable information and advice
with Focus' investment club. He plans meeting in March. Interested parties please call.

Two new Committees were set up as follows:

Community Liaison: to deal with housing, Gulf ReSton, F.C.A.P.,
Roger Coleman was on board of F.C.A.P. Committee should check to see if he is still on board and if not see about getting a black on the board.

Members: Fred Humphries
Bob Maxwell
Jim Welch

County Liaison: to deal with politics, monitoring school systems, shaping or responding to local needs. The school problem will be so vast that it will probably need to be separated as an entity in itself, however at this time manpower won't permit such focused attention.

Members: Bob Taylor—chairman
Ed Louis
Mona Blake
Dick Gaskins
Ernestine Bush
Bill Watson
Merrie Holmes

Meeting planned for Feb. 26th at Mona Blakes.

Focus Investment Club tabled until next meeting.

Lou Douglas agreed to chair committee to work with Gulf Reston to reestablish G.R. relation with community and what its plans are. Lou asked that Steering Committee formally initiate correspondence with G.R. expressing desire to again attend its meetings for purpose of stimulating interest in Black community. Doris Douglas suggested
we contact some of last years people who worked on last years committee, such as Ed Mitchell to explore their continued interest.

Doug Kline is working on election committee for R.H.OA., setting up elections, running elections etc.

Mona Blake urged that there be a provision for the setting up of a sophisticated system to monitor schools in area which she can implement on a higher level to communicate with principal. Its important to deal with the schools on a class action basis.

Frank Kent announced that the Festival committee plans a meeting for next week. Its agenda will be festival preparations and decisions on the following:

1. What to do about grant, in order to be eligible, Focus needs to be tax exempt.

2. Newton Square not available. No conference room. Maybe we should consider rental of a place in the district. Lou suggested that we pursue grant and that we think of going on an already established entity.

Ernestine Bush
Secretary