

**McLean Community Center**  
**GOVERNING BOARD MEETING**  
**June 27, 2007**  
**1234 Ingleside Ave., McLean, VA 22101**

**Board Present:** Jan Auerbach, Acting Chair; Katherine Armstrong, Julia Berkson, Jeb Byrne, Drew Clark, Kevin Dent, Nyka Feldman, David Sanders, Ed Shahin

**Board Absent:** Sean Dunn, Charisse McElroy

**Staff Present:** Michael Cadwallader, Executive Director; Clare Kiley, Deputy Director; Carol Pardon, Administrative Assistant

**Guests Present:** McLean Drama Company: Rachael Bail, Susan Baumel, Sharon Sullivan (1800 Old Meadow Rd., 22102)  
McLean Project for the Arts (MPA): Karen DuVal  
Monte Tayloe, *McLean/Fairfax Times*

- Convened: 7:35 p.m.
- Agenda adopted.
- Citizen Comment: **Rachael Bail** said the McLean Drama Company (MDC) just finished three “extremely successful” performances in the Alden Theatre. [Giovanni Boccaccio’s Decameron Revisited, amusing tales about the Black Death.] She said she is planning to hold an adult contest of ten-minute plays before the end of the year and that any adult in Fairfax County is invited to submit a play. **Susan Baumel** said she was speaking for Kris Rathjan, who wanted to thank the theatre technical staff for their support. She said that attendance was nearly double over last year’s production. Sunday’s performance was down slightly, but Friday and Saturday night attendance was good. Press coverage before the production was great. Audience numbers for the company are climbing, she said, and the support from the community is appreciated. She added that the MDC will be coming back to the Board to request at least two weekends for their future performances in the theatre.
- Minutes of May 23, 2007, adopted as submitted.

**Chair’s Report:** Jan Auerbach for Sean Dunn

- Introductions: Auerbach asked the new Board members to introduce themselves and say why they wanted to serve on the Board. New members are Drew Clark, Kevin Dent, Julia Berkson (McLean High School-area youth representative), and Jeb Byne (Langley High School-area youth representative).
- MCC Web Site:
  - Staff put a McLean Day survey on the Web Site which Dunn reviewed and requested improvements. Some changes still need to be made.
  - The Board agenda and minutes are now being posted on the Web Site. Dunn requested that Board meeting dates be posted as well.
- Board Passes: Each Board member received a pass entitling him/her and a guest to attend MCC’s special events without charge. There are some limitations on performances in the

Alden Theatre; e.g., sold-out performances are not eligible for free tickets. Cadwallader requested that Board members who want theatre tickets call or e-mail him so the tickets can be set aside. Auerbach encouraged Board members to try and attend as many performances and MCC-sponsored events as possible.

- Teen Center License: Each of the Board members' folders includes a copy of the currently effective license agreement with Fairfax County for the MCC's use of the Old Firehouse as a teen center. It allows for non-teen related programs to be held there, outside the hours teens use the facility.
- Donor Wall and Plaques: Auerbach asked Cadwallader for a progress report on getting the names of MCC donors printed on the wall in the outer lobby and on ordering new Friends-in-Deed plaques. Cadwallader said the donor names have been provided to the MPA for screen printing. Friends-in-Deed plaques are being reordered in a larger size and should be up [on the inside lobby wall across from the registration desk] by the end of next month.

**Executive Director's Report:** Michael Cadwallader

- The Executive Director's Report and Project Report are in the Board folders. Major facility maintenance and repair projects will be done in August.

**Capital Facilities Committee:** Jan Auerbach, Chair

- MCA Resolution on Downtown Expansion: The McLean Citizens Association passed a resolution on June 6 supporting the concept of locating an MCC facility in downtown McLean and recommending that the MCC work with the McLean Planning Committee and the McLean Revitalization Corporation to determine the optimal way to do that. To respond to concerns expressed by a couple of people at the meeting, the resolution included the possible retention and renovation of the Old Firehouse Teen Center. (Copies of the full resolution in the Board folders.)
- MCA Resolution on Library: The MCA also passed a resolution requesting (1) a deferral of the scheduled public hearing on the construction of the new Dolley Madison Library to include an office for the Dranesville District Supervisor, (2) that a master plan be developed with community input for the county-owned property that includes the library and McLean Central Park, and (3) that McLean residents and community organizations be involved "from the beginning in any and all county efforts" involving the library, the park, and the MCC.

Auerbach said that the public hearing is required because of the plan to move the Supervisor's office to the library building. The hearing will be held in October, which means construction of the library probably won't begin until the spring. This has an impact on the MCC because the library has requested use of the MCC's upper parking lot for trailers to house a temporary library during construction. That agreement has not yet been signed. There are also some overlapping issues, such as storm water management. In addition, concerns had been expressed by the neighbors about not being consulted early in the process about the Supervisor's office, and this spilled over into the issue of the MCC looking into possibly expanding its Ingleside facility.

- Meeting with Supervisor: Dunn and Auerbach, accompanied by representatives from the MCA, the McLean Planning Committee (MPC), and the McLean Revitalization Corporation (MRC), met with Dranesville Supervisor Joan DuBois and her staff the second week in June regarding the outcome of the review of MCC's expansion proposal for downtown McLean

and the MPC's decision to revisit the revitalization plan for the downtown area. Supervisor DuBois appeared to be supportive. Her staff had some questions and comments regarding the MCC's revenue surplus. When told that the MCC is looking into improving storm water management (estimated cost of \$1M) and safety and traffic flow at the Ingleside facility, her staff suggested moving forward with that since the MCC had the money. The staff also suggested that the MCC be sensitive to McLean businesses, so that the activities and programs the MCC offers downtown be done in conjunction with, and not compete with, the private sector. Although not brought up at the meeting, the Supervisor indicated in response to a constituent that she thought the MCC's tax rate [2.8 cents per \$100 of assessed property value] was too high. Auerbach forwarded the tax rate issue to the Finance Committee.

It will be a few years before construction can start on a new MCC facility downtown. Dan DuVal of the MRC commented that Dan Montgomery, who heads the financial group buying properties in downtown McLean, had suggested that during the interim the MCC consider renting spaces downtown that will be vacated when some of the businesses relocate. Auerbach referred this to the Capital Facilities and Program Committees. Many considerations will have to be explored, including Fairfax County policies.

- The Capital Facilities Committee Annual Plan includes five subject areas: the proposed expansion in downtown McLean, modifications to the MCC's Ingleside facility and to the Old Firehouse Teen Center for multi-use programs, the FY 09 budget, finding a physical recreation space, and a long-range capital facilities plan. (Outline with dates in the Board members' folders.)

**Program Committee:** Nyka Feldman, Chair

- Shahin reported that he was interviewed by two Boy Scouts from McLean to earn Citizen in the Community Merit badges. The subject was the relocation of the Teen Center. The two youth had many suggestions, some of which Shahin plans to take to the Program Committee for consideration. He will send the Scouts a note and let them know their suggestions could result in changes at the Teen Center.
- The Program Committee Annual Plan includes reviewing survey results regarding programs and activities; continuing the review of programs to middle school and high school youth at the Teen Center; exploring the expansion of activities for 5th and 6th grade youth; examining additional ways to serve the senior population; exploring possible drop-in activities for mothers and caregivers with school-age children; exploring possibilities for additional large-scale events. Feldman accepted Auerbach's recommendation to add the following: remodeling the MCC's lower level, and converting space at the Teen Center for multi-use.

**Finance Committee:** David Sanders, Chair

- Budget: Sanders said he met with staff to improve and streamline the budget process for FY 2009 regarding the information the committees get and making the process significantly tighter than last year. The Finance Committee will meet to develop guidance which will be provided to the committees for their budget reviews. After the committee's reviews the Finance Committee will meet again and put everything together to make recommendations to the full Board. An overall objective is to mesh the budget planning process with quantifiable budget figures to come up with performance metrics that can be used as a guide for future budgets. The Committee will also look at overall spending needs, budget capacity vs. expenditures, and tax issues.

- In summary, Auerbach said, the committees will hold budget meetings in July, and their budget guidance will be provided to staff to prepare the proposed FY 2009 budget in August. The Finance Committee will go over the budget recommendations in early September and present the budget to the full Board for a vote at its September meeting.

**Communication/Marketing Committee:**

- Chair Charisse McElroy was absent. Sanders will call her to let her know that she will need to schedule a committee meeting in July regarding budget issues.
- Auerbach reported that the Supervisor’s office took action on the traffic safety issue on Ingleside Avenue. A traffic study has been done by VDOT and the Supervisor’s office will schedule a meeting with the neighbors soon to go over the results and to decide on the next steps to take. At that meeting the MCC should update the neighbors on what it is doing, Auerbach said. She added that she emphasized to the Supervisor’s office that all parties within the complex—the library, the Park Authority, and the MCC—should be present at any meeting with the neighbors.

**Liaison to Friends of the MCC:**

- MCC’s Liaison Charisse McElroy did not attend the meeting. Cadwallader said that the annual Friend-in-Deed award was presented to Bill Stell, and that new officers were elected. Auerbach provided the list of officers to Pardon, who will prepare the updated roster for the Governing Board Handbooks.

**Continuing Business:**

- Shahin said he will continue to try to elicit responses from McLean seniors about what programs they would be interested in having at the MCC.

**New Business:**

- Auerbach reported that Clark has included MCC information on his Web site: [Drew.Clark.com/McLean](http://Drew.Clark.com/McLean).

• Committee Meeting Dates:

Finance Committee:	Tuesday, July 3, 6:30 p.m.:
Executive Committee:	Monday, July 9, 7:30 p.m. (on MPA Agreement)
Program Committee:	Wednesday, July 11, 7:30 p.m.
Capital Facilities Committee:	Monday, July 16, 7:30 p.m.

Adjourned: 8:30 p.m.

Respectfully submitted,

Nyka Feldman, Secretary