

**McLean Community Center Governing Board  
Public Hearing on FY2018 MCC Programs and  
Monthly Board Meeting  
March 30, 2016**

**MINUTES**

**Board Members Present:** Paul Kohlenberger, Chair; Dennis Findley, Vice-Chair;  
Laurelie Wallace, Secretary; Jenna Lebowitz; Quentin Levin;  
Merrily Pierce; Chad Quinn; and Debbie Sanders

**Board Member(s) Absent:** Lathan Turner, Treasurer; Jay Howell; and Jennifer Rossman

**Staff Members Present:** George Sachs, Executive Director; Ashok Karra, Comptroller;  
Maggie Shea, General Program Director; and Ellen Barial, Executive  
Assistant

**Guests Signed In:** Jane Edmondson, Chief of Staff, Office of Supervisor John Foust;  
MCC Board Candidates: Sam Gollob, Shahnaz Maguire, Jill Roth, and  
Desi Woltman; McLean Community Players: Bill Byrns and Bill Glikbarg;  
and Diana Watkins, League of Women Voters and Senior Source

**PUBLIC HEARING ON MCC PROGRAMS FOR FY2018**

Debbie Sanders, Chair of the Program Committee of the Governing Board of the McLean Community Center (MCC), convened the Public Hearing on FY2018 MCC Programs at approximately 7:30 p.m.

**INTRODUCTIONS**

Guests were asked to introduce themselves; those who signed in are listed above. Ms. Sanders asked guests to hold comments not on MCC programs until the board meeting following the hearing.

**OVERVIEW OF PUBLIC HEARING**

Ms. Sanders' overview included the following:

- The annual Public Hearing on Programs is an opportunity for residents and stakeholders to give us comments and recommendations on MCC's programming plans.

- Tonight’s public hearing addresses program plans for FY2018, which begins on July 1, 2017.
- The MCC Board will begin working on the FY2018 budget in June 2016. The staff is already doing budget planning.
- Beginning on April 1 2017, MCC programs will be held offsite for up to 17 months due to the renovation. Staff members are looking at:
  - Which current programs can be successfully moved offsite?
  - What new programs might work offsite?
  - Where will programs be held?

Ms. Sanders reported the MCC would keep residents updated on programs and their locations.

**PUBLIC COMMENT**

McLean Community Player: As heavy users of the Alden Theatre, representatives of MCP expressed concern that the Alden Theatre would be closed for a lengthy period

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With no further public comment, Ms. Sanders adjourned the Public Hearing on MCC Programs for FY2018 at approximately 7:40 p.m.

**GOVERNING BOARD MEETING**

Paul Kohlenberger, MCC Governing Board Chair, convened the March 30, 2016 Board Meeting at approximately 7:40 p.m.

**ADOPT AGENDA**

The meeting agenda was adopted by consensus.

**PUBLIC COMMENT**

McLean Project for the Arts

Ms. Corrigan gave highlights of the monthly MPA Report to the MCC Governing Board. Excerpts from her written report are shown below:

*Art Education:*

Spring and summer art classes are in full swing. Summer Art Camp and camps will again be STEAM focused so as to reinforce critical thinking skills, enhance brain development and support science, technology, engineering and math skills while applying art to STEM concepts.

### *ArtReach:*

From now through early summer MPA will be welcoming seniors and those with special needs into our galleries for ArtReach learning and art-making experiences. The partnering senior centers including: Herndon, Lewinsville, Lorton, James Lee, and seniors programs including Hollin Hills senior programs. Partnering programs for those with special needs include Sparc Solutions in both McLean and Reston; they will be transporting participants to MPA's galleries.

McLean Community Players: During the Board's discussion of the phasing plan options, MCP representatives asked if MCC's closing for renovations could be pushed back to allow them to hold one more performance before the renovations. Dennis Findley, Chair of the Capital Facilities Committee responded that the April 1 closure date could not be changed.

## **APPROVE MINUTES OF FEBRUARY 24, 2016 BOARD MEETING**

The Governing Board unanimously approved minutes of the February 24, 2016 board meeting.

## **CHAIR'S REPORT/EXECUTIVE COMMITTEE**

- Mr. Kohlenberger reviewed the draft letter that he would send to stakeholders regarding MCC's renovation. The letter was sent to Board Members previously. Mr. Kohlenberger asked whether there were any further edits to the document. Hearing none, Mr. Kohlenberger will send the letter to stakeholders before week's end.
- Mr. Kohlenberger spoke about his good experience welcoming participants and their families to the finals of the James C. Macdonald Performing Arts Scholarship Competition. At the conclusion of the Competition, he presented awards and scholarships to competition winners.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Sachs highlighted MCC activities and other matters during February in his monthly report to the MCC Governing Board, which is shown below.

### Internal Alignment

- We have re-engaged with the Welcome Wagon serving the McLean tax district and, this month, received a list of 72 newcomers to our service area, to whom welcome letters are being sent. We are following up with the mail house to make sure homes are getting our mailing of the program guides.
- Announcement for Hussain's position ended on March 18; we have received 120 applicants to review and select for interviews.
- Letter received from Langley Oaks HOA regarding their outstanding rental experience and staff assistance. (Letter attached)
- Robin Walker is working on sponsorship opportunities for McLean Day; she welcomes all referrals and contacts to pursue. (Sponsorship packets provided to each board member)
- Maggie Shea and I went to view the American Legion Hall on Balls Hill Rd. as a possible location for off-site programming during our construction period.

- I also have made contacts with Holy Trinity Church in hopes to set up a meeting with their board regarding use of their building for our upcoming programming needs.
- We are still waiting to hear from the Park Authority on their decision to allow us to use the White House at Lewinsville Park for off-site offices during our construction.

### External Alignment

- The McLean Youth Orchestra 2015 - 2016 season program has been published and both the MCC and OFTC are listed as the presenting sponsors on the front cover.
- During the month of February, the Alden Theatre in was occupied mostly by the McLean Community Players with their nine productions of the musical “1776”.
- The performing arts staff was able to revive the Puppet Festival, where families enjoyed two shows and were able to make their own puppets to take home. There were over 200 participants.
- Special Events put on the New Improved Jewelry Show called “Better Than Bling” on February 6 with an attendance of 436 and a lot of positive feedback. This show is sure to grow even more with the addition and popularity of Fashion Accessories.
- The Old Firehouse Teen Center took their Friday Night Activities group of 20 kids to the Verizon Center on February 26 for an exciting Washington Capitals Hockey game ending in a Caps victory with a tie breaking shot in the last two minutes of the game.
- Camp McLean registrations are doing well and on track to fill up. This year camp will be held at Franklin Sherman Elementary School.
- OFTC Summer Trip Camp doubled in capacity for this year and sold out all but one of its 8-week sessions.

### Financial Stewardship

- Ashok has assembled our Third Quarter Review submittal to the County.
- Department staff members have met individually with Ashok to project our yearend revenue and expenditure numbers.

### **CAPITAL FACILITIES COMMITTEE (Dennis Findley, Chair)**

Mr. Findley’s Capital Facilities Committee (CFC) report included information from the Committee’s meeting on March 15.

### Project Update

- As of March 25, renovation construction drawings were at 80% completion; the project is at the permit stage.
- Offsite easement for stormwater management: there is a disagreement with the Park Authority regarding the length of the pipe used in connection with the easement. This does not prevent our work from going forward.
- Enhanced stormwater management that had been offered by the County that would have addressed what happens when water leaves the MCC site, did not materialize.
- Parcel consolidation: MCC sits on five separate parcels of land that are being consolidated into one parcel. That process is proceeding along as expected.

- CFC Members gave Lukmire comments on the preliminary designs of the signage on the building at the main entrance. Lukmire will present additional designs at the next CFC meeting.

### Phasing Plan Options

Mr. Findley introduced the discussion on phasing plan options during the renovation. Phasing Plan Option 1 has two stages: MCC would be closed entirely for nine months, and then reopened partially for the duration of the renovation.

Under Phasing Plan Option 2, MCC would be closed entirely for the duration of the renovations, a 17-18 month period. Mr. Findley noted that we are not saving much money or time with a full closure throughout the renovations. However, there are a number of factors that favor Option 2. The CFC will take up the issue at its next meeting on April 12 at 7:30 p.m.

Mr. Findley summed up the phasing plan discussion by pointing out that adopting a phasing plan was in a serious time for the renovation project. MCC needs to focus on the issue and decide quickly so that the project can stay on its current schedule.

### Fundraising by the Friends of the McLean Community Center

Mr. Findley reported that the Friends Board is leaning towards fundraising for the courtyard. There will be further discussion with Friends.

## **COMMUNICATIONS COMMITTEE (Laurelie Wallace, Chair)**

Ms. Wallace reported on the Communications Committee's March 9 meeting, which addressed the following items:

### Social Media Report

MCC has expanded its outreach through social media including Facebook, Twitter, YouTube, Flickr, Pinterest, Periscope, Instagram, Issuu and Fairfax Alerts. Robin Walker, MCC's Social Media Manager, has done a great job in increasing MCC's social media presence.

### Executive Director's Board Reports

The Communications Committee considered an issue referred to them by the Executive Committee regarding the Executive Director's monthly reports to the Governing Board. The Executive Committee had recommended that the Director's reports include MCC's media updates on a quarterly basis. Communications Committee Members concurred. Mr. Sachs will determine the format for the updates.

### Signage Project

Discussions with the Fairfax County Park Authority (FCPA) and the Dolley Madison Library are still underway regarding MCC's main signage in the McLean Central Park. While FCPA has committed to having an architect provide concept designs, there has not been a commitment to carry out the project. Ms. Wallace and Mr. Sachs were scheduled to meet with Supervisor John

Foust and FCPA representatives the following day in what could be a final effort to move the project forward.

### Initial Renovation Letter to Stakeholders

As reported by Mr. Kohlenberger, the Communications Committee has completed its work on the initial letter to notify stakeholders who meet at MCC about the upcoming renovations. The letter advised that, as of April 1, 2017, the entire Center would be closed.

A renovations page on the MCC website will provide updates to residents until follow-up information is sent to stakeholders.

### **ELECTIONS & NOMINATIONS COMMITTEE (Chad Quinn, Chair)**

Mr. Quinn reported on the status of the MCC Governing Board Elections.

- The Elections & Nominations Committee achieved a key annual to have competitive elections in all categories.
  - For the first time in four plus years, we are fielding two Langley High School youth candidates who attend Langley, in addition to Quentin Levin, our very astute current Youth Board Member who attends private school, and a Thomas Jefferson High School student.
  - There are three McLean High School area youth candidates – all attend McLean. Much to our disappointment, our current McLean Youth Board Member, Jenna Lebowitz, elected not to run for re-election due to senior year commitments.
  - Early last week, elections staff called residents, who had picked up but had not returned petition packets, to remind them of the approaching deadline to submit petitions.
  - Public Information staff members, Sabrina Anwah and Robin Walker, were credited with a successful outreach effort, which included social media.
- We are continuing to raise awareness of the elections, another committee goal. We are hoping for a record number of voters.
- Absentee voting was to start on April 11.
- The Board Candidates' Orientation was set for Wednesday, April 13 at 7 p.m. All Board Members were encouraged to attend.
- These are exciting times. We are pleased with the election process.

### **FINANCE COMMITTEE (Lathan Turner, Chair)**

In Lathan Turner's absence due to injury, Mr. Kohlenberger gave the Finance Committee report, which included the following:

- There will be a third quarter financial review at the next board meeting.
- He and Mr. Turner are deciding whether a Finance Committee meeting is needed before the board meeting.
- Staff members have started work on the FY2018 budget.

### **PROGRAM COMMITTEE (Debbie Sanders, Chair)**

Ms. Sanders reported on the Program Committee’s March 9 meeting, which covered a number of issues including the following:

#### Update on Search for Programming Space during Renovation

- Committee Members and staff are continuing to search for locations where MCC programs can be held during the renovation. We are looking at where there are spaces, and how much capacity is available.
- Mr. Sachs is following up with organizations that he has approached about using their facilities, and will keep Board Members updated.

#### Executive Director’s Board Reports

The Program Committee was asked to consider a recommendation from the Executive Committee on whether the Director’s monthly board reports should include all-programs reports quarterly. (Biannual reports are already provided.) The Program Committee concurred. The more frequent reports will give Committee Members a better opportunity to keep abreast of all programs that have taken place, and the cost and income associated with them.

#### Regular Committee Meeting Date

Committee Members agreed to move their regular meeting to the first Wednesday of the month (from the first Monday). The next Program Committee meeting will be on April 6 at 7:30 p.m., following the 6:30 p.m. Communications Committee meeting.

### **LIAISON TO FRIENDS OF THE MCLEAN COMMUNITY CENTER (Laurelie Wallace)**

Ms. Wallace gave her initial report as the new MCC Board Liaison to the Friends Board, which included the following:

- Ms. Wallace is excited to be the Liaison to Friends.
- Along with Mr. Findley and Mr. Kohlenberger, Ms. Wallace attended the March 14 meeting of the Friends Board.
- As of March 30, only two Board Members are current members of Friends; she encouraged all members to join.
- The Friends Board wants a more “user friendly” way for people to join the organization; we will follow up on the issue.

- At the next meeting of the Friends Board, we will address the project that Friends will fund, and the target amount.

## **ADJOURN MEETING**

There being no further business, Mr. Kohlenberger adjourned the meeting at approximately 8:30 p.m.

Respectfully submitted,

Laurelie B. Wallace, Secretary  
Governing Board  
McLean Community Center