

**McLean Community Center  
Governing Board Meeting  
March 20, 2013**

**MINUTES**

**Board Members Present:** Kevin Dent, Chair; Chad Quinn, Vice Chair; Sean A. Dunn, Treasurer; Craig Richardson, Secretary; Susan Bourgeois; Jay Howell; Malika Nimmagadda; Risa Sanders; and Robin Walker

**Board Member Absent:** Laurelie Wallace and Drew Armstrong

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

**Guests Signed In:** McLean Project for the Arts: Bill DuBose, Board Chair, Ellen Rosenbaum, Board Member, and Nancy Perry, Executive Director  
Marshall Hyman, Board Candidate  
Paul Kohlenberger, Board Candidate  
Mark Smith, Resident  
Rob Paxton, MCC Staff

Mr. Howell convened the meeting of the Public Hearing on FY 2015 Programs at 7:36 p.m.

**PUBLIC HEARING**

**Speakers**

Mark Smith

Mr. Smith spoke about his son's experience participating in the Old Firehouse Teen Center, pointing out that OFTC was a good fit for his son. He also spoke about his pending waiver request to permit his son to continue being an OFTC member through twelfth grade. He said that expanding OFTC membership for special needs kids like his son was not an expansion of what MCC is already doing.

Mary Fletcher

At her request, Mr. Howell read into the record a statement from Mary Fletcher regarding her son's participation in the Old Firehouse Teen Center. She wrote about the terrific gains her son realized in sociability, self-confidence, and pragmatic language while participating in OFTC. Ms. Fletcher also pointed out that, as a single mom, the affordability of the program is a huge benefit.

## Maggie Shea

Ms. Shea described her involvement with an “aging up” work group to develop lifelong learning programs for seniors at MCC, some of which would take place between noon and 3 p.m. The programs will include current performing arts programs and MCC classes, and would also include classes offered at low rates – such as brown bag lunch discussion groups. MCC has created a new part-time position for an employee to facilitate the programs.

## **GOVERNING BOARD MEETING**

Mr. Dent convened the meeting of the Governing Board of the McLean Community Center (MCC) at 7:51 p.m.

### **ADOPT AGENDA**

After revising the agenda to take the Program Committee report immediately after approval of the February board minutes, the Governing Board adopted the revised meeting agenda unanimously.

### **CITIZEN COMMENT**

Guests introduced themselves and indicated their reasons for attending the meeting.

### McLean Project for the Arts Report

Ms. Perry reviewed the monthly MPA report to the MCC Governing Board. An excerpt of the written MPA report is included on page 8 of these minutes.

### **APPROVE MINUTES OF FEBRUARY 27, 2013 MEETING**

The Governing Board approved minutes of its February 27, 2013 meeting unanimously.

### **PROGRAM COMMITTEE (Jay Howell)**

#### Proposed OFTC Waiver Policy

Mr. Howell introduced a motion from the Board’s Program Committee related to a proposed OFTC Waiver Policy that would permit teens with special needs to remain members of the Old Firehouse Teen Center beyond the ninth grade cutoff period for memberships in OFTC. Under the waiver policy, teens with special needs would be permitted to remain members through twelfth grade. The term ‘special need’ is interpreted in the policy to mean “a developmental disability for which special educational services and/or medical care is provided.” The policy provides that proof of a “special need” may be shown by proof that the teen has an individual learning plan.

The waiver policy would be implemented on a one-year trial basis. Staff will report to the Program Committee within a year of the waiver policy’s adoption to show how the policy has been working.

Mr. Howell presented the following motion that had been adopted by the Program Committee unanimously:

**MOTION: to recommend that the Board adopt the OFTC Membership Waiver Policy proposed by staff, as amended by the Program Committee.**

There were two preliminary motions to amend the proposed policy as recommended by the Program Committee

1) Ms. Walker made the following motion, seconded by Mr. Quinn:

**Motion: to revise the proposed waiver policy by deleting the word “may” and inserting the word “shall” in the following sentence: The staff may rely on information provided by parents seeking waivers regarding their child’s developmental disability as evidenced by proof of an Independent Education Plan.**

**Decision: The motion failed on a vote of 1-8.**

2) Mr. Dunn made the following motion, which was duly seconded:

**Motion: to revise the proposed waiver policy by adding the word “calendar” to the policy so that the timeframes in the policy would read “calendar days.”**

**Decision: The motion passed unanimously.**

The Board then took action on the Program Committee’s recommended OFTC Waiver Policy as amended:

**Decision: The main motion, as amended, passed on a vote of 8-1.**

#### Fourth of July Fireworks

Mr. Sachs reported on the status of locating an alternate location for the 2014 MCC Fourth of July fireworks display. The Fairfax County Park Authority has said that Lewinsville Park will not be available for the fireworks display because new turf fields to be installed at the park will limit the space available for fireworks, so that there would not be the required 300 sq. ft. radius needed for fireworks.

Mr. Sachs reported that staff had been informed that a fireworks display on the grounds of The Potomac School, another location considered, would violate the school’s zoning limitations. A zoning waiver would be required. Mr. Sachs will meet with Dranesville Supervisor John Foust to determine whether his office could assist with the possible zoning waiver related to The Potomac School grounds.

## **CHAIR'S REPORT/EXECUTIVE COMMITTEE (Kevin Dent)**

### Executive Director's Review

Mr. Dent reported that the Executive Committee had met on March 18 to conduct Mr. Sachs' annual review. Mr. Dent will contact Patricia Harrison, who is the line supervisor for Mr. Sachs within the Fairfax County hierarchy. He noted that last year Ms. Harrison had given an unsolicited rave review for Mr. Sachs.

The Executive Committee's review will be presented to the full Board at its April 24 meeting.

### 2012 H. Gordon Randall Outstanding Volunteer Award

Mr. Dent also reported that he had presented the lifetime achievement award to David Sanders in recognition of his years of service as a member of the MCC Governing Board. He pointed out that Mr. Sanders was the longest serving board member beginning as a youth board member and had held each officer position on the Governing Board during his tenure on the Board.

### Downtown/Capital Facilities

Mr. Dent also discussed the action taken by the Governing Board at its February meeting related to a proposed downtown project and the renovation of MCC's Ingleside facility. Ms. Bourgeois and Mr. Quinn, respectively, were to report on the projects later in the meeting.

## **EXECUTIVE DIRECTOR'S REPORT (George Sachs)**

Mr. Sachs updated the Board on MCC activities during February 2013. Excerpts from his written report are below:

### **Alden Theatre:**

- February included: Jazz Masters with John Eaton; Crabgrass Puppets; Movie Series "An American in Paris"; Doc Scantlin and his Imperial Palms Orchestra; and a Young Soloist Recital.
- Code 20 is our new partnership between the Alden and the OFTC. The Studio Rep teen theatre troupe will be performing improv comedy once a month at the Teen Center with support from local improv comedians and through a workshop with the Upright Citizens Brigade Touring Company that will be performing in the Alden on March 23.
- Public Comment: A patron was having trouble purchasing tickets online and the box office staff helped them through the process. The patron called back to speak with the Performing Arts Director to let her know how helpful the staff were and how pleasant they made the experience.
- Public Comment: Parent of a youth participant in the performance of "Raggedy Ann and Andy" was thankful for all the hard work by the Youth Director Kathy Herr and that her daughter was experiencing the time of her life.

### **Special Events:**

- The 6<sup>th</sup> Annual Jewelry Showcase was held on Saturday February 2.
- February 24<sup>th</sup> Sunday Soiree had its largest attendance ever with 74 participants dancing to the live music performed by The Wayne Tympanick Trio.
- Reminder of the upcoming Volunteer Awards Luncheon on March 24, 12 noon to 2:30 pm
- Something new – In the spirit of MPA's Youth Art Exhibit, Event Staff have created a T-Shirt Design Contest for this year's McLean Day. The contest is open to middle and high school students in our tax district.

### **Teen Center:**

- OFTC started a program with PALS where a volunteer comes twice a month with her therapy dog and the kids get to interact with the dog by reading to it, petting it, or just hanging out with it. This is a form of Pet Therapy.
- OFTC Summer Trips Camp is completely filled already for this up-coming summer.
- Camp McLean had filled to about 75% capacity in the first two weeks of registration.
- The Teen Council hosted a Spaghetti Dinner on Thursday night March 7 at the OFTC and prepared over 50 meals that some ate there while watching a movie and others made their orders to go.
- Coming-up the Northern Virginia Table Tennis Club in cooperation with the MCC is having a Spring Tournament to be held at the OFTC on April 13 and 14<sup>th</sup>. Entries are being taken for beginners, intermediate, and advanced players.
- Public Comment: The parent of one of our Teen Center members called to praise our staff facilitators for their compassion, dedication, and ability to engage with all participants.
- Staff manager passed the complement to her staff and explained – Every interaction you have with a child is important. Our participants keep coming because of the awesome programming and the staff that create an environment where the kids feel safe, comfortable, and feel like they belong. Take a moment to pat yourselves on the back and remember this is why we do what we do.

### **Facilities:**

- Interesting comparison – In January we had a total of 132 booking requests of which 71 were Local Open and 61 were Non- Local. In February of the 81 total requests, there were 34 Local Open and 47 Non-Local requests completely opposite from January.
- Public Comment: I am writing to you to express our gratitude and appreciation for Jonathan Davis who made this difficult event painless for our family. From our very first contact with Mr. Davis, we felt that choosing your venue was the right decision. He was warm, gracious, incredibly helpful and understanding of our needs. Mr. Davis made sure that everything we planned was carried out with professionalism and ease. I can only imagine how fortunate we would all be to have such a fine young man in our employ. Jonathan was flexible, thorough, accessible and possesses a delightful sense of humor. At this difficult time for our family, all of those qualities were appreciated more than can be expressed. Because of Jonathan, we would highly recommend the McLean Community Center to those needing the perfect place for their event. In fact, we have

already given his name to friends and told them to call Jonathan because he will see that things are done right. For our Family, Patti Berry

[Information about MCC and its programs can be found at <http://www.mcleancenter.org/>.]

## **ELECTIONS & NOMINATIONS COMMITTEE (Craig Richardson, Chair)**

Mr. Richardson reported that about nine adults had picked up board candidate petition packets, and that at the time of the meeting three had been returned. As of the meeting date, no teens had picked up packets.

### Election Procedures

Mr. Richardson reviewed proposed changes to the Election Procedures that were recommended by the Elections & Nominations Committee. The changes were incorporated into the following committee motion:

#### **Motion:**

##### **D. Committee Responsibilities and Procedures**

##### **5. Certify Qualifications of Candidates and Petitioners**

a. A qualified *candidate* **or** *petitioner* is anyone who meets all qualifications for candidacy as specified in the Memorandum of Understanding.

b. ...

c. ...

d. ...

##### **6. Notification of the Fairfax County Board of Supervisors**

a. Notice of all certified candidates shall be sent to the Dranesville District Supervisor **immediately**.

##### **11. Notification of Election Results**

b. The Committee Chair will **immediately** send notice of the election results to the Dranesville District Supervisor.

***Decision:*** The motion passed unanimously.

## **FINANCE COMMITTEE (Sean A. Dunn, Chair)**

Mr. Dunn is in process of scheduling a meeting of the Finance Committee when representatives of the MCC Downtown Committee, Fairfax County, and Edgemoor real-estate developers could attend along with members of the Finance Committee and MCC staff.

## **CAPITAL FACILITIES COMMITTEE (Chad Quinn, Chair)**

Mr. Quinn said that MCC representatives will meet with County Zoning Department staff to begin working with them on zoning issues related to the Ingleside renovations project. In

addition, the County Attorney's Office had contacted Mr. Dent regarding the need to develop a Capital Improvement Plan for the renovations project.

The Capital Facilities Committee and staff will develop more information on the process for working with county staff and getting public input.

### **COMMUNICATIONS COMMITTEE (Robin Walker)**

#### Alden Theatre Branding Campaign

Ms. Walker reviewed the background of the branding campaign, which follows earlier work on developing a new logo for the Alden Theatre and a tagline to accompany the logo. The branding campaign is to create one overall look for Alden advertising materials.

Committee and staff members reviewed two proposals regarding the branding campaign, and chose Shum & Associates, a local company that offered quality that is compatible with the other company at a lower cost. Shum will also provide MCC with information on the effectiveness of the branding campaign.

Money for the project is already in the MCC operations budget.

Ms. Walker presented the Communications Committee motion that had been adopted unanimously:

**Motion: that the Board approve using Shum and & Associates to design and deliver marketing templates and style guides for use in a comprehensive branding campaign for the Alden Theatre at an amount not to exceed \$14,000.**

**Decision: The motion passed unanimously.**

#### Marketing Campaign re Renovations

The Communications Committee is working on talking points to use when communicating with the public about the Ingleside Renovations.

### **DOWNTOWN COMMITTEE (Susan Bourgeois, Chair)**

Ms. Bourgeois reported that the Downtown Committee is having Architect Greg Lukmire provide more detail to preliminary design work done on the teen center. In addition, Mr. Sachs and Mr. Karra had provided information on operational costs.

The information from Mr. Lukmire and operational costs will be provided to Edgemoor realty so that they can provide a more detailed proposal for a MCC downtown facility.

Mr. Richardson pointed out that it is important for the community to know that MCC is committed to going forward downtown as shown in the 10-0 vote to pursue working with Edgemoor on its proposal.

## **MCLEAN PROJECT FOR THE ARTS REPORT (Nancy Perry)**

The following is an excerpt from MPA's written report:

### **Noteworthy News**

- Thank you for hosting the joint MCC/MPA Board meeting February 27<sup>th</sup>!
- MPA co-hosted the annual administrators supper (McLean/Langley pyramid FCPS principals and vice principals attending) with the Safe Community Coalition in Emerson Gallery during the Youth Art Show. Alden's very talented Studio Rep kids performed a few fun skits and MPA presented a talk on its school programs.

### **Exhibitions**

- 32<sup>nd</sup> Annual Youth Art Show, Elementary Schools (All Galleries) – March 6 – 17<sup>th</sup>  
Opening Reception: March 10<sup>th</sup> from 3 – 5 pm; 600 attendees
- 32<sup>nd</sup> Annual Youth Art Show, Middle and High Schools (All Galleries) – March 21<sup>st</sup> – April 6<sup>th</sup>  
Opening Reception: March 21<sup>st</sup> from 5:30 – 7 pm

### **Education – Winter Programming 2013**

#### *Class Start Dates through 2/28/13*

- Adult Classes:
  - 13 classes offered; 3 cancelled; 51 students enrolled
- Open Studio:
  - 3 open studio series offered; 34 adults registered (plus additional drop-ins)
- Youth & Teen Classes:
  - 19 offered; 4 cancelled; 81 students enrolled

### **MPA ArtReach**

- Family Art Workshop on March 16<sup>th</sup>
- School tour in the gallery: special ed students from McLean High School

[More information about MPA is available at <http://www.mpaart.org/>]

## **NEW BUSINESS**

There was no new business.

## **ADJOURN MEETING**

Mr. Dent adjourned the Governing Board meeting at approximately 9:11 p.m.

Respectfully submitted,

Craig E. Richardson, Secretary