

McLean Community Center Governing Board Frequently Asked Questions

What is the Governing Board?

The Governing Board of the McLean Community Center (MCC) is an elected body of nine adults and two high school students, which sets policies and provides oversight for MCC's programs and facilities. MCC is a Fairfax County Special District Agency, which is funded by residents of Small District 1A, Dranesville, through a real estate tax surcharge that is currently 2.3 cents per \$100 of assessed values (the MCC Tax District).

One of the most important functions of the MCC Board is to review budget proposals and to adopt an annual MCC budget, which is forwarded to the Fairfax County Board of Supervisors for approval. Board Committees assess staff budget proposals beginning in July each year, the Finance Committee gives initial approval, and the full Board adopts budget proposals to forward to the Board of Supervisors by September 30. Board members are expected to be available during budget reviews.

What are the roles of Board Committees?

The Board Chair, Vice-Chair, Secretary, and Treasurer make up the Executive Committee. In addition to the Executive Committee, there are other standing committees:

- Capital Facilities Committee: approves all staff proposals for major equipment purchases or improvements, major capital improvements or replacements (such as the Ingleside renovation project), and major maintenance and repair expenses and, as needed, makes recommendations to the full Board for approval.
- Communications Committee: advises on matters pertaining to communications, marketing, and information technology and, as needed, makes recommendations to the full Board for approval.
- Elections & Nominations Committee: is in charge of matters related to the election of Board Members and the nomination of officers for the coming year, and makes policy changes to full Board for approval.
- Finance Committee: reviews and gives preliminary approval of the overall budget proposals from staff and other Board Committees, holds public hearings on the budget, recommends adjustments to the budget during a fiscal year, recommends policy changes and makes its proposals to the full Board for approval.
- Program Committee: reviews program expenses and revenue projections, recommends policies related to MCC's programs and, as needed, makes recommendations to the full Board for approval. The Committee holds public hearings each year to formally seek residents' input on program planning.

How often does the Board meet?

The Board holds regular meetings on the fourth Wednesday each month with the following exceptions: (a) there are no regular board meetings in August or November, and (b) in December, the Board meets on the second Wednesday. Typically, the meetings start at 7:30 p.m. In addition, there are meetings of the various Board Committees, usually monthly. In general, adult board members serve on at least two committees; youth board members are asked to serve on the Program Committee, but often agree to serve on a second committee.

What qualifications are needed to run for the Board?

Age, residency, and a willingness to carry out the responsibilities of board service are the only qualifications. Adult candidates must be at least 18 years of age on or before McLean Day and reside within the MCC Tax District.

Youth candidates must be 15 through 17 years of age on or before McLean Day, reside within the MCC Tax District, and live within the boundaries of either Langley High School or McLean High School. A youth candidate does not need to attend those schools, but must run for the youth board seat in the high school boundary area where the candidate lives.

How do residents become Board Candidates?

MCC Tax District residents must file petitions with MCC in order to declare their candidacy for seats on the Governing Board. Completed petitions must be received by MCC at 1234 Ingleside Avenue, McLean, VA 22101 by the date and time stated in the petition packets.

Adult candidates must have their petitions signed by ten adult residents of the MCC Tax District. Adult residents signing candidates' petitions must be at least 18 years old on or before McLean Day. Youth candidates must have on their petitions the signatures of ten teen residents of the MCC Tax District who live within the same high school boundary area as the youth candidate. Like youth candidates, teen residents signing petitions must be 15 through 17 years old on or before McLean Day.

Who elects Board Members?

Board members are elected by the residents of the MCC Tax District. Election winners are confirmed by the Fairfax County Board of Supervisors.

When are Board Members elected?

Elections to fill seats on the Governing Board take place at MCC's annual McLean Day celebration in Lewinsville Park. McLean Day is the third Saturday in May each year. Residents may vote on McLean Day (from 10:30 a.m. – 5 p.m.) or by absentee ballot before McLean Day. Absentee voting starts about 30 days before McLean Day.

How long do Board Members serve?

Adults serve three-year terms and high school students serve one-year terms. When a seat being filled during an election has an unexpired term, that seat is filled for the remaining portion of the term only.

Are Board Members paid?

Board members receive no pay for their service on the MCC Governing Board.

How do I benefit from serving on Board?

When MCC District residents elect you to the Governing Board, you get a vote of confidence in your ability to make good decisions on their behalf. You also get the experience of overseeing the operation of a Fairfax County agency. And most importantly, as a Governing Board Member, you play a lead role in helping to carry out MCC's mission: *To provide a sense of community by undertaking programs; assisting community organizations; and furnishing facilities for civic, cultural, educational, recreational, and social activities apportioned fairly to all residents of Small District 1A, Dranesville.*

When does the election process start?

Approximately 90 days before McLean Day, an official public notice is published in local newspapers (usually in late January or early February) announcing that MCC is seeking candidates for the Governing Board. Candidate petition packets are usually available the last Monday in January. There are approximately 60 days between the date petition packets are available and the deadline for submitting completed petitions.

In addition to the official public notice, Call for Candidate ads are published in the local press beginning in January. MCC has election information on its website, in e-newsletters and on social media pages. All residents receive elections information in the winter/spring edition of MCC's *Program Guide*. Candidates can also call MCC for information at 703-790-0123, TTY: 711.

We're on the Move: As of April 2, 2017, MCC will move offsite for renovation of the Ingleside Avenue facility. The majority of MCC's classes will be held at 6645 Old Dominion Dr., in the McLean Square Shopping Center. MCC's administrative offices will be nearby in the shopping center, at 6631 Old Dominion Drive.