

**McLean Community Center
2019-2020 Governing Board
Regular Meeting**

July 24, 2019

MINUTES

Board Members Present: Julie Waters; Lissy John; Terri Markwart; Carole Herrick; Megan Markwart; Suzanne Le Menestrel; Alicia Plerhoples; Xavier Jimenez

Board Members Absent: Maria Foderaro-Guertin; Carla Post; Raj Mehra

Staff Members Present: George Sachs; Ashok Karra; Holly Novak; Catherine Nesbitt

Guests: Jen Wormser (MPA); Dayeti Patel; Kiran Donnelly (local youth citizen)

CONVENE MEETING

Ms. Waters convened a regular meeting of the 2019-2020 Governing Board of the McLean Community Center (MCC) on July 24, 2019 at 7:34 p.m.

ADOPT AGENDA

The Agenda was requested to be amended to include a report from Friends of MCC - before the discussion of any topics of "Old or New Business." The amended Agenda for this meeting was adopted.

PUBLIC COMMENT

Members of the public in attendance introduced themselves:

Jane Edmondson – Supervisor Foust’s office. She was sorry to hear about the flooding at MCC on July 8. McLean was the hardest hit area – receiving 5.25 inches of rain in one hour that day. Supervisor Foust’s office is working with the Office of Emergency Management to obtain a declaration of local emergency. Today the Governor of Virginia sent a letter to the Small Business Administration to allow low interest loans. The effects of the storm were devastating; some residents can no longer live in their homes after the flooding. The matter has been introduced to the Board of Supervisors, which has led to a declaration of a local emergency. Supervisor Foust is happy that MCC handled the flooding situation effectively and was able to be restored back to full operation so swiftly.

Dyetti Patel and Kiran Donnelly (youth) – local citizens attending to learn how government works.

Jen Wormser (MPA) reported about MPA activities: It has been a very busy month getting ready to move back into MCC by July 30. Summer Camp is going well and they are happy to be on-site at MCC. Three FCPS teachers are teaching this summer. Monies were raised to award six scholarships to Summer Camp (free tuition); the student recipients are from Second Story Safe Youth Projects. The upcoming art exhibit will open on September 26 from 7 to 9 p.m. Planning is underway for ArtFest 2019 – Sunday, October 6.

APPROVE MINUTES OF FINAL MEETING OF 2018-2019 MCC GOVERNING BOARD

Minutes of the Final Meeting of the 2018-2019 Board on June 5, 2019 were approved unanimously.

APPROVE MINUTES OF FIRST MEETING OF 2019-2020 MCC GOVERNING BOARD

Minutes of the First Meeting of the 2019-2020 Board on June 5, 2019 were approved unanimously.

CHAIR'S REPORT

Ms. Waters noted that all committee meeting dates have now been arranged for the year. Please make every effort to attend – as essential for quorum and getting business done. There are fewer total meetings this year because committee structure has been streamlined. Early meetings will focus on goals: further discussion; amend; approve when ready. Committee chairs should contact appropriate MCC staff when developing Agenda items for upcoming meetings. She also encouraged board members to actively engage with their own personal networks to continuously inform the public about MCC events. Through engaging with people at work and social networks, the board will be active in the push to publicize MCC events. Every week, think about: “What can I post about and share?”

EXECUTIVE DIRECTOR'S REPORT

The Flood of 2019: MCC suffered sudden interior flooding damage and disruption on the morning of Monday, July 8 because of a severe thunderstorm that dropped historic rainfall totals throughout the DC region. Between 8:30 and 9:00 a.m., tons of storm wash rainwater pooled on the outside yard (along Ingleside Avenue) creating an 18-inch deep lake that streamed-in through the office window moldings. Three inches of water enveloped all first floor offices and hallways. A clogged drain on the roof caused a further problem of rainwater pouring into the left main hallway through the ADA-bathroom ceiling and cascading through ceiling tiles near Maffitt and Stedman Rooms. Water streamed out into the carpeted lobby area. DuVal Studio had leaking through the ceiling into the supply closet which flowed out onto the concrete floor.

MCC staff response was immediate, capable... and amazing! Everyone worked together swiftly to contain the damage, protect colleagues' personal property, and start emergency clean-up. Tremendous effort was made! It was heart-breaking and stunning to witness such extreme damage in the newly renovated building. A remediation company arrived promptly in early afternoon to begin thorough, professional clean-up and drying of the carpet: extraction machines; dehumidifiers; heavy-duty fans. All activities and classes were cancelled at the Ingleside facility on Monday, July 8. By Tuesday morning, clean-up and remediation was well underway (which continued for the required days afterward for sufficient drying and de-humidifying) and MCC re-opened on schedule. Staff took photos and videos of the damage; all images were loaded on the computer main drive for full documentation of the July 8 flooding occurrence. Mr. Sachs commended the staff for outstanding teamwork, professionalism, and genuine care for one another in the sudden, difficult situation.

Ms. Herrick expressed thanks to the staff. She came over on Monday afternoon and was AMAZED at what MCC staff had accomplished in so little time. Ms. Waters voiced concern about floodwater on office floors with electrical hazard of wires and cords. She cautioned that everyone should be careful about standing water and electricity. If a situation escalates to require professional clean-up, the priority is always: safety first!!!

Question: Given that MCC had issues with the renovation contractor, were there any underlying workmanship issues from the contractor that caused the flooding?

The efforts that were put into the renovation project to improve drainage seem to have worked, even in this torrential downpour. Flooding of the basement (lower level) was an issue in years past – yet very little water came in the basement door on July 8! The pond/lake in the back area did its job and storm water flowed as it was supposed to; it was the ideal test. MCC also has underground filters in the parking lot that effectively handled runoff. All infrastructure performed as it was built to do, even in the extreme conditions that day.

Active Violence training: On July 18, Fairfax County Police conducted a training session for MCC staff on Active Violence and Preparedness. The guidance is: Run... Hide... Fight. Everyone is now cognizant of multiple exits; envisioning a personal emergency plan; panic button at the front desk; and general awareness. It was a wise training.

Outdoor landscaping of MCC grounds: new contractor arrangements have been secured after several visited, walked the site and submitted bids; bidding closed last week. County purchasing dept. will make the selection.

Honoring a board member: This year's Rotary Club District's highest award "Citizen of the Year" (statewide submissions) went to MCC board member Terri Markwart, which is a great honor.

External Alignment: July 4th Fireworks Celebration at Langley High School was excellent. Numerous positive comments were received from the public. One resident submitted a complaint about the loud boom noises and music being very disruptive for his household throughout the evening.

Alden Theatre – ongoing weekly outdoor summer concerts have been great. Last Sunday, it was held indoors in Community Hall because of excessive heat warnings. On Friday, the decision was made (with concurrence of scheduling staff and Alden Theatre staff). Ms. Anwah put it out on social media. Signs were placed at the Library and at the park to redirect people to Community Hall, which was a comfortable location; about 45 people attended. This coming Sunday is "SuperFly", a Bon Jovi tribute – 5:00 p.m. in McLean Central Park.

Camp McLean started on June 24 – Aug. 2. Teen camps continue through August 9.

McLean Community Players performance of "Seussical" has received good reviews and the show is a lot of fun.

Question: Could we give kids who are attending summer camps some take-home materials: a postcard about the Block Party and the plastic fan advertising the summer concerts, to take as they go home? Yes – thanks for that suggestion.

Financial Stewardship: Staff is starting to prepare the FY21 budget, adhering to a preparation timeline that the Finance Committee will also follow. The Fall Program Guide is about to be mailed out; they were delivered today. Everything is in the process of being loaded onto the web site.

MCLEAN PROJECT FOR THE ARTS – ARTFEST2019

Discussion of the MOU (Memo of Understanding) for ArtFest2019 focused on the new amount of MCC's level of cash sponsorship support. Lori Carbonneau and George Sachs convene every year to arrive at MCC's contribution to ArtFest. In 2010, the board approved the event partner sponsorship as a total amount of \$20K, with a stipulation of a combination of in-kind services and not to exceed \$17K in cash. This same amount has continued ever since; however, costs have steadily risen over the past 9 years: golf carts, tents, porta-johns; garbage containers; other logistics. *NOTE: The MOU numbers shown are inaccurate; a one-pager was distributed tonight showing the proposed revised MCC cash sponsorship totaling \$20K.*

Clarification by staff: A rental fee 'loss/charge-back' was calculated in previous years because MCC had blocked out any rentals of the facility for the purpose of being reserved as an alternate rain location for ArtFest. This year, regardless of rain or shine, ArtFest will not be moved indoors. Therefore, such 'charge-back' costs have been removed from this year's proposal. It increases the cash portion of MCC's current sponsorship not to exceed \$20K. Since this represents an overage from past levels, a motion by the Board is required tonight. The recommendation is to go forward to accommodate this situation.

Restatement of the request: In the past, MCC provided \$20K for ArtFest – with up to \$17K in cash. The total amount remains \$20K. A motion is requested tonight because it will be presented as a final signed document at the September 25 board meeting. The event being on October 6, leaves little time; so that's why it would be wise to go forward with such a motion this evening.

Discussion: *Question: Will the MCC building be open during the ArtFest event? And will police restrict any parking if someone rents a room at MCC on the same day?*

MCC will be open; however, there is no police involvement with event parking (the parking lot will be full to capacity). Many people will walk through the MCC building to get to the event, which will increase public awareness. MPA will invite people to visit the upstairs gallery. Any rental parties on the same day as ArtFest will be informed in advance about the crowded parking situation.

Question: Is MPA in a situation where less funds are coming in? What is the reason to justify this request for increase?

Yes – there were 10,000 attendees last year. It was extremely popular and well-received! This level of attendance changes everything about cost implications. The purpose of the increase to \$20K cash is to help provide enough garbage bins, restrooms and other logistical facilities.

Question: Was last year a fluke... or do you expect to have that many people attending again this year?

Yes – we expect this same level of attendance because community interest is growing. We are pulling more people from Arlington, Tysons, Falls Church and drawing from a wider geographic area. This is the 13th year of the ArtFest event. It is an established, curated event. Nancy Sausser selects the artists (80 people applied). No one is from outside of mid-Atlantic region. MPA ArtFest was recently rated one of the top 100 art festivals in the U.S. We've had the most artists apply this year than ever (10 more artists this year than in past years). The cost figures provided are a bare minimum to accommodate the expected high turnout of attendees. Residents of Small District 1A-Dranesville look forward to this event annually and seem to want it to grow. MPA could not accomplish it without support from MCC.

Question: Will there be adequate signage and a plan to specifically direct people to walk through the MCC building?

Yes - MPA has already met as a team to discuss having people come through the Emerson Gallery and getting people to come back into MCC. The marketing committee is thinking about such coordinated signage.

Question: Do the artists pay a fee to participate and have booth space?

Yes - the artists pay a \$200 fee for space; they are allowed to keep 100% of their sales proceeds.

Question: In the MOU, is it required that a certain portion of the artists come from Small District 1A-Dranesville?

No - that's not part of the mission of MPA. A large number of artists from our community return every year.

Question submitted in writing from Ms. Foderaro-Guertin: In the footnote on the original figures, it indicated that MCC sponsorship wouldn't exceed \$20K; but the budget is now \$20,950. Do we have to increase the budget? I'm fine with increasing the budget amount. It's an important aspect of our community.

Clarification by staff: The board should continue to talk about this annual sponsorship. Perhaps after the event, an evaluation discussion about the amount of contribution may result in it needing to be larger than \$20K. Tonight's motion needs to state that it is a departure from the original "not to exceed \$17K... and change the language to "...not to exceed \$20K."

Opinions expressed: I think it's a wonderful event and something to look forward to in the fall. This is not a rush decision tonight; we all had the opportunity to pre-read about it. The case has been made for why MPA requires the cash increase.

Clarification by MPA: MPA has sought the best-priced vendors; however, every year, standard prices for equipment and logistical support have risen. In contrast, MPA's fees to artists have not increased beyond \$200 – because that is part of MPA's mission.

Question: Do you turn any artists away? How many local artists have been turned away?

Yes – we do, because it's a curated event. It is mainly from this area, but there are participating artists from outside the community. The curating decisions were made last night; the list will be submitted to the board. McLean Art Society receives a free tent – which is a huge success every year (displaying their work).

MOTION: To approve the MOU to support ArtFest 2019, as proposed, with the updated sponsorship detail sheet as shown in the e-mail dated Tuesday, July 23.

6 in Favor; 1 Opposed; 1 Abstention. The motion passed.

ANNUAL PLANNING SESSION – JULY 17

The Governing Board and key staff met on July 17 to collaboratively discuss goals and objectives for 2019-2020. This was a starting point for respective committees to focus and expand on, to try to accomplish during the year. Summary notes of the meeting were distributed to committee chairs. Mr. Sachs recommends that each committee discuss in full and add; delete; or change. Also come up with specific measurement metrics.

CAPITAL FACILITIES – OFC UPDATE

The **new dumpster** enclosure is in place (part of the landscaping project). We met with the contractor on the **patio portion** of the project. Price is ready and final determinations were made about brick choices. It will happen either before the Block Party on August 10; or after August 10. **Restrooms and HVAC system** will be coming up for renovation this summer. A final action by the 2018-2019 Capital Facilities Committee was **deciding on the location for future placement of a historical landmark sign** on OFC property. Mr. Sachs and past Board Chair Mr. Kohlenberger worked together to pinpoint an ideal site: adjacent to the light pole. The chosen location has been communicated to the Fairfax County History Commission. Ms. Herrick serves on the Fairfax County History Commission and has an ongoing role in chronicling the significance of The Old Firehouse as a historical landmark.

FRIENDS OF THE MCLEAN COMMUNITY CENTER

Ms. Herrick also remains the MCC board's liaison to Friends unless and until someone says she is not! As the fundraising group for MCC, Friends currently has a net worth of \$59,450.50; there are 45 members. They are talking about ways to increase membership. Friends needs a reason to exist – a project to get behind as a stated goal, to generate more community interest. New Friends board chair Cecelia Closs mentioned that Friends of MCC also needs to do some thinking to create goals for itself.

It was pointed out that the old photos have not yet been re-hung in the interior of MCC.

Clarification by staff: A professional hanger has been engaged to rehang the Bob Alden portrait and other historic photos. In the past, the photos would occasionally be removed for events; the decision now is: NO. Everything will be hung permanently. The Bob Alden portrait is at Color Wheel for upgrading with glass over the frame. Its new, prominent placement will be where the door to the stairwell used to be, with a spotlight shining on it.

Meet-and-Greet the candidates (March 2019): everyone thought it went well and was a nice event.

The "Friend in Deed" award went to George Sachs, who is well-deserving. A lot of people attended the event.

OLD / NEW BUSINESS

Nothing was brought forward as being a topic for discussion.

ADJOURNMENT

Ms. Waters reminded everyone about the next board meeting in September and to make it a priority to attend upcoming committee meetings during August. There being no further business, Ms. Waters adjourned the meeting at 8:28 p.m.

Respectfully Submitted,
Holly Novak - Executive Assistant to the Governing Board