

**2018-2019 MCC Governing Board - Regular Meeting  
May 29, 2019**

**MINUTES**

- MCC Board Members Present:** Paul Kohlenberger, Board Chair; Julie Waters; Carole Herrick; Alicia Plerhoples; Raj Mehra; Terri Markwart; Megan Markwart; Kat Kehoe
- MCC Board Members Absent:** Desi Woltman; Elizabeth John; Lauren Herzberg
- MCC Staff Present:** George Sachs, Executive Director; Holly Novak, Exec. Assistant
- Guests:** Deborah Bissen - MPA

**CONVENE THE MEETING**

Chair Kohlenberger convened the Regular Meeting of the 2018-2019 Governing Board of the McLean Community Center on May 29, 2019 at 7:34 p.m.

**ADOPT AGENDA**

The Agenda for the meeting was adopted with the understanding that the Minutes of May 15, 2019 Special Meeting would be stricken from the Agenda. Those Minutes are not yet ready.

**PUBLIC COMMENT**

Deborah Bissen – MPA. *A written report of MPA activities was in the packet for tonight's meeting.*

They are getting ready to move back into the MCC facility, planning to be here late in July. Summer camps start up June 24. They are still doing work in Emerson Gallery to prepare for an exhibit in September. Congratulations on McLean Day – it was packed! Many people came to do art activities. MPA has started planning for ArtFest – Sunday, October 6, 2019.

*Question: You were working with Compass consulting firm. Will you be adopting some of their recommendations?*

Yes – we are going to get more artists to be involved. Some people have indicated they would like a 2-day festival while some prefer a 1-day festival. An exhibition ends this Saturday – “Taking Territory.” It was just reviewed in the *Washington Post*. MPA will have Art + Wine experience (in partnership with Total Wine) – at Hyatt Tysons this coming weekend. We are excited to be recognized in *Catalogue of Philanthropy* as among the best of the best in the DC metro region. MPA was in the printed *Catalogue* book 4-5 years ago and have been submitting an abbreviated edition for online visibility. *Chair Kohlenberger:* Congratulations on the achievement!

Suzanne LeMenestrel – She is very honored to be elected to the Governing Board and is looking forward to working with everyone.

Maria Federaro-Guertin – also honored to be a part of this board. She hopes to bring some of her experience to the board.

Xavier Jimenez – I was honored to be elected.

Chair Kohlenberger thanked them for attending, and for their efforts for the next coming years.

**APPROVE MINUTES OF APRIL 24, 2019 GOVERNING BOARD MEETING**

Chair Kohlenberger asked if there were any requested revisions to Minutes of the meeting on April 24, 2019. There was a motion to approve the Minutes as written; it was seconded.

**MOTION:** That the Minutes of the Governing Board Regular Meeting and Public Hearing on FY2021 Programs held on April 24, 2019, be approved as written.

**Approved unanimously.**

## CHAIR'S REPORT / EXECUTIVE COMMITTEE

I want to thank all of you for participating in the recent meeting (Special Meeting on May 15, 2019) to air concerns. I appreciate that everyone spoke, and listened, and expressed themselves. The DRAFT Minutes of May 15, 2019 Special meeting will be developed and sent out to everyone. In reference to the county Attorney -- we will have an understanding of the issues by next week.

McLean Day was excellent and I want to thank the entire staff for their stellar work.

## EXECUTIVE DIRECTOR'S REPORT *Mr. Sachs submitted a written report of recent activities and accomplishments.*

**Internal Alignment:** Fairfax County does is a risk management assessment of all county facilities; MCC had our review of this facility and OFC. Some issues were pointed out. Risk Management is very pleased with the way MCC staff responds to this process - as a 'textbook' example of how things should be replied-to and handled. How MCC proceeds through these kinds of analyses is appreciated: we took pictures of the areas of concern, documented everything that was done in sequence, and sent it to the Risk Management department. They were wowed by the staff's responsiveness and accomplishments to address the identified items.

*Question: Were there any specific examples?*

Some of it was punch list items. Nothing was considered a 'hazard' or an issue to cease operations. They noticed some things at OFC that can be done differently. We accept all such advice and make adjustments.

*Question: Did they talk about ADA non-compliance at OFC? Did that come up in the report?*

The OFC building remains as it is – we haven't yet renovated. It is considered an "existing facility." When we renovate, then we will address ADA compliance. That is where we want to take it. Now that MCC has a ten-year lease, we will do that investment.

Chesterbrook Elementary School recognized MCC staff for how we conducted the 2018 summer camps – especially how classrooms were prepared and returned in excellent condition upon conclusion of usage. The teachers remarked how neat and clean we left everything. Other users of the school building didn't do as well. The Chesterbrook School staff was very cognizant of the fact that it was MCC returning the building in such excellent condition. They are very glad that MCC is coming back to Chesterbrook School for this summer.

The parents of a 5-year member of OFC are extremely appreciative of MCC's contribution in the life of their son, Glen. He has special needs and has been coming to OFC faithfully for five years. He has received so much out of the experience – our staff have gotten to know and appreciate Glen. It's a success story: he participated as a 7<sup>th</sup> grader in after school programs and activity nights. Glen is graduating, having completed 12<sup>th</sup> grade; he enjoyed five truly wonderful years at OFC.

**External Alignment:** The Alden Theatre season started in April: djembe drum circle workshop; "I've Got a Little Twist" and "All the Way Live" – all were very well-attended. Kids and family movies were a hit: "The Lion King;" "Pocahontas"; foreign-language films were also well-received.

OFC Spring Break trips were full every week: Maryland Zoo; Hershey's Chocolate World; Dave & Busters; indoor go-karting; Skyline Paintball and Laser tag. These events help to keep local kids busy when parents still have to work while the students have Spring Break off. 5<sup>th</sup> and 6<sup>th</sup> grade Luau party sold-out and was a great success.

Classes: Senior Moments continue to generate interest: technology tutoring workshops; financial planning for seniors years; historical presentation about former First Lady Dolley Madison.

Open games (Bridge; Mahjongg; Scrabble) and book club all continue to be popular; people are enjoying them.

McLean Day: Staff efforts led by Catherine Nesbitt resulted in one of our best McLean Day events ever!

Planning and implementation by our Special Events team was commendable. They, as well as the support staff and the volunteers did an outstanding job. McLean Day estimated attendance by clicker counter at both

entrance roads: 18,000 clicks. It was terrific implementation by staff. Ms. Kehoe visited every booth at McLean Day and had a blast!

Mr. Sachs shared a thank you card from MCC staff member Sarah Schallern Treff, thanking the board for their lovely gift on the occasion of her wedding.

**Financial Stewardship:** FY2019 budget year ends June 30. July 1 starts FY2020 and that's when we begin preparations for FY2021 – to be completed (voted on by the MCC Board) by October 30 and submitted to the county. The new 2019-2020 board will endorse that proposal for the new budget. The County will approve it as part of their budget cycle which gets voted on in April 2020.

*Question: When is the landscaping project going to start at the Old Firehouse?*

It is out now to competitive bid; it is a Fairfax Co. contract (Wheat's Landscaping is not a county contractor).

*Question: They wouldn't let us go with Wheat's Landscaping?*

*Question: I thought Wheat's Landscaping does our trees. What about the tree that is getting vine-strangled?*

We don't know yet; we're still trying to settle-up. The company we had when we were formerly here - their contract with the county expired and wasn't renewed. The company currently doing is it not up-to-par. We are notifying the county that this isn't going to work for us. Meanwhile, we are using Brightview on a P.O. by P.O. basis (not exceeding \$5K). They have been here a couple of times to start cleaning up a bit; but there is still much that hasn't been done.

*Question: The evergreens in front of OFC still haven't been trimmed Is there any chance that the landscaping project can start this summer? Yes – this summer. We are putting it into one project, coming in at about \$40K to \$45K.*

*Chair Kohlenberger:* To be clear - we could have moved forward earlier with a county contractor but that would have been 20% more expensive. We didn't think that was a good use of money when a quality contractor could do it for much less. We determined to try to get a better contractor.

*Clarification by Mr. Sachs:* It will be done this summer. It's in the Purchase Order process now.

Chair Kohlenberger thanked Ms. Herrick for continuing to serve as a teacher and sharing her knowledge and historical expertise with the community.

## **ELECTIONS & NOMINATIONS COMMITTEE**

The results of the election were read aloud. Ms. Herrick congratulated everyone for participating in the election: "You all will enjoy serving and we are glad that you're here." There are current nominations for each officer position for 2019-2020: Chair, Vice Chair, Secretary and Treasurer. The respective role descriptions were read aloud. People have stepped forward to fill those positions: Julie Waters - for Chair; for Vice Chair, Elizabeth John; Terri Markwart is interested in being Secretary; Raj Mehra would like to serve as Treasurer. It is being mentioned here because these positions are also open to anyone who will be new on the board. If any of the newly-elected people are interested in serving in one of these positions, please let Ms. Herrick know.

We will hold the election of officers next week on June 5 at the first Board meeting.

*Question: Is it worth noting that the Vice Chair is usually the head of Capital Facilities Committee, and the Treasurer has traditionally been the head of the Finance Committee?*

Chair Kohlenberger noted that Ms. Kehoe is correct on both points. He thanked Ms. Herrick for her work as Chair of the Elections & Nominations Committee this year.

## **CAPITAL FACILITIES COMMITTEE**

There was no report from the CFC Committee; Chair Desi Woltman, is absent this evening. Minutes of the May 14, 2019 meeting are in the packet of materials for tonight.

## COMMUNICATIONS COMMITTEE

The Communications Committee finished in April and documented their efforts, which are summarized in the Goal Summary page.

Chair Kohlenberger thanked Ms. Plerhoples for her work as chair of Communications Committee this year.

## FINANCE COMMITTEE

The Finance Committee met and the numbers look good! That's the important thing. Operating revenues are up, as compared to FY2018. The Remediation amount (still open) was the final question: even if MCC had to cover everything, we would still come out ahead. As Ms. John summarized in the Minutes: "FY2019 feels really good." Everyone can read the Finance Committee Minutes of May 14, 2019 for more detail.

## PROGRAM COMMITTEE

It was a busy meeting on May 6, and there was a motion to put through to the Board about the definitions of "Local" and "Open" organizations for Category 5 groups. In the end, the committee determined there is no reason to change anything right now. They also discussed rental rates; however, the conclusion was to allow one full year to elapse with MCC being open and people renting the facilities at the new price structure before making any changes. The Motion for the full board to consider is about swapping-out language in the Alden Theatre Booking Policies. We realized was that the language singled-out one performing group in one section of the document when it should have been more general terminology – and not naming any specific group.

*\*Approved unanimously by Program Committee on May 6, 2019:*

**MOTION:** The Program Committee suggests that the full board revise the Alden Theatre Booking Policies on p. 5, item 7: change "McLean Symphony" to the words: "Non-theatre Category 5 groups."  
**Unanimously approved.**

Program Committee goals were discussed. Some items were mentioned as new business: in the coming year, perhaps there would be an interest in combining Communications and Program Committees. This is open for discussion and is an intriguing topic.

## LIAISON TO FRIENDS OF THE MCLEAN COMMUNITY CENTER

Friends of MCC has not met since the Candidate Meet-and-Greet on April 28. They would like to hold this event again next year. It was not hugely attended; but these local residents do vote.

Friends of MCC is interested in the progress of historical signage at OFC. Fairfax County would like to know where to place the sign. We need to go out and look for the proper position: whether it will be on VDOT property or on private property.

*Question: What about the interior honorary signage: Shelp Room; Hampton Room: Friends of MCC (Alden balcony)?*

The three interior honorary signs for rooms at MCC have yet to be ordered. We are looking into appropriate vendors and are still developing the exact wording of each sign (Mr. Sachs and Mr. Kohlenberger are working together on it). Mr. Sachs met with Page Shelp on May 27 (Memorial Day) for a private tour of the MCC building. She was ecstatic! Her brother and sister-in-law from California attended also. She got to see the building and discuss the changes. It was enlightening to see her understand the newly-renovated building and really appreciate it. Chair Kohlenberger is very pleased that Page Shelp had a positive experience.

The next Friends of MCC meeting will be June 10.

Regarding the hanging of historical photos that Friends of MCC have purchased (including Bob Alden's portrait): we are still finishing up ceiling pointing and painting throughout the building. We are waiting to professionally hang pictures until nothing is in the way.

## OLD / NEW BUSINESS

Mr. Kohlenberger opened the floor to any old or new topics for discussion.

Ms. Kehoe showed the amazing McLean High School yearbook which has just been released: the colorful theme is “Different Together.” This is fantastic! It really captures McLean because we are such a diverse population but we all work together and are friends with one another.

**Point of Order:** *(requested by Ms. Kehoe to become part of the Minutes)*

At the special meeting on May 15, Ms. Kehoe was accused of a few things and she can’t take that lying down:

1. That her picture was on VADF web site and that somehow she was shown endorsing people. We addressed that with the person who actually did the picture – and Ms. Kehoe knew nothing about it. So that was addressed.
2. Another person on the board made a remark about me campaigning for other candidates. There was an instance in 2017 where I had very frank, open discussions with chair of Elections & Nominations Committee at that time. But unfortunately, that person did not bring that to the Board Chair’s attention. But I did send the e-mail after closing of candidate petitions on Friday; I sent the e-mail on Monday saying I was recusing myself from the Elections & Nominations Committee. I had already had discussions with Merrily Pierce before, while those petitions were due. I am submitting that historical e-mail here tonight, so we can put this to rest. In the end, I agreed I wasn’t going to do anything. I never did anything; I’ve never supported any candidate directly. And I don’t want to hear of me being accused of that, ever again.

**From:** Katherine Kehoe <katkehoe@gmail.com>  
**Date:** Mon, Mar 20, 2017 at 6:34 PM  
**Subject:** Recusing myself from the Elections and Nominations Committee until close of McLean Day  
**To:** Laurelie Wallace <laurelie.wallace@gmail.com>  
**Cc:** Merrily Pierce <for\_transit@aol.com>, Merrily Pierce <pierce111@verizon.net>

Hi Laurelie,

Just wanted to let you know, I am recusing myself of the Elections & Nominations in order to not break MCC Policies and Procedures:

**Section 21: Additional Policies, Category: Board, Subcategory: Election - Campaigning, Approved 6/4/14:** Members of the Elections & Nomination Committee are prohibited from any electioneering activities on behalf of board candidates.

I am supporting two current candidates.

Thank you,  
Kat

3. The other thing this same person accused me of was intentionally holding names for the Governing Board [officer] elections. It got brought up at the Special Meeting on May 15, 2019. And I will submit to you the audio tapes where Board Chair Laurelie Wallace agreed it was her mistake that no vote was ever formally taken... that George and I were going to convene on Friday to say that these were all the e-mails and once we had that conversation – then and only then would I (as Elections Chair) submit

names to the board. But unfortunately, we all agreed verbally; we thought we were good. And then I got accused of intentionally withholding [the names]. So, I have that audio that I will submit to the written record of this meeting tonight.

*Chair Kohlenberger:* Thank you for that clarification. As you said, we settled the first issue at the May 15 meeting. As to the second issue, if memory serves, you are correct – there was some rumored discussion, and the other person thought she was correct because the policy read differently.

*Ms. Kehoe:* Right. So here is my e-mail from 2017 where I clearly recused myself. [shown above] And again, in the end, after discussion, I just didn't get involved... and I never have been involved. And I never did get involved, ever. I never did anything. And this was done on the Monday after the Friday candidate petition deadline was done.

Chair Kohlenberger thanked Ms. Kehoe for her transparency on that.

*Clarification from Mr. Sachs:* The board meeting on June 5 at 7:30 p.m. is actually two meetings. The first meeting is to convene this 2018-2019 group one final time; and then immediately following will be the 2019-2020 Board installation by Supervisor John Foust, with the pledge. Then everyone will be seated as a new Board and business will be conducted. An Agenda will go out to you tomorrow.

Julie Waters: I would like to share that several comments I received after McLean Day was that everyone loved it! However, many of my neighbors and friends wished it ran later on Saturday. I've heard that a lot. They were disappointed that it ends at 5:00 p.m. Closing at 5:00 p.m. feels like it's ending way too early.

*Question:* What about the money that we spend to have it open on Friday night? To Julie's point, would it make sense to try next year not doing Friday and extending the day on Saturday?

*Clarification by Mr. Sachs:* The only reason we started with opening rides on Friday evening last year was the fact that it takes the vendors all of Thursday/Friday to get the carnival rides assembled and then inspection is done at 12 noon on Friday. And then they sit there. So we thought... let's see what we can get out of that. So that's why we do the rides until 7 p.m. on Friday night while it's still daylight.

The thing about extending the hours on Saturday (McLean Day) is that it's not our park. We must vacate so that athletic games can be there on Sunday morning! The breakdown of those rides goes throughout the night – until 4:00 a.m. when they are finally finished hauling stuff out. And then Lewinsville Park must be back to normal for Sunday's scheduled games and activities. It's a very heavily-used park venue. We've talked about (in past boards) the possibility of extending McLean Day and trying to do a 2-3 day event where it makes more sense to expend all of this effort. However, the issue is the venue: we don't have the control to knock-out all the user groups that depend on Lewinsville Park for their ongoing team sports.

*Question:* How were the rides on Friday night?

The Friday night rides were not that great – about the same numbers as last year (when it was raining!).

*Question:* Could we do more public communication about the Friday night rides, so more people know about it?

I actually was there and saw lots of middle-schoolers. But I saw maybe only five high schoolers; none of my friends knew about it. I think communication to high school students is important!

*Chair Kohlenberger:* I'll say that maybe we should keep it open later on Friday to get some of the older kids.

*Clarification by Mr. Sachs:* The other thing about keeping it open later – there are no lights. There is no parking; it's only residential neighborhoods nearby. When it gets dark, it becomes a different situation.

Everyone agreed: That's when it gets fun and crazy!!! (laughter)

*Chair Kohlenberger:* Anyway, we will leave that for next year's committee to discuss.

## **ADJOURNMENT**

There being no further business, Mr. Kohlenberger adjourned the meeting at 8:14 p.m.

Respectfully submitted, Holly Novak – Executive Assistant to the Governing Board