



**McLean Community Center  
Governing Board Meeting  
April 22, 2015**

**MINUTES**

**Board Members Present:** Chad Quinn, Board Chair; Susan Bourgeois, Vice-Chair; Jay Howell, Secretary; Dennis Findley; Paul Kohlenberger; Debbie Sanders; Lathan Turner; Laurelie Wallace; and Amanda Whitfield

**Board Members Absent:** Craig Richardson, Treasurer, and Tarun Kamath

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

**Guests Signed In:** Jane Edmondson, Chief of Staff, Office of Supervisor John Foust; Merrily Pierce, Governing Board Candidate; McLean Project for the Arts: Joe Wetzel, Board Chair, and Susan Corrigan, Executive Director; and Ashley Scott, Music Together

Mr. Quinn convened the April 22, 2015 meeting of the Governing Board of the McLean Community Center (MCC) at 7:36 p.m.

**ADOPT AGENDA**

The meeting agenda was approved unanimously.

**INTRODUCTIONS AND PUBLIC COMMENT**

Susan Corrigan gave the monthly MPA report to the MCC Governing Board. Excerpts from the written report are on page 7.

There was no other public comment.

**APPROVAL OF MINUTES OF MARCH 24, 2015 BOARD MEETING AND PUBLIC HEARING ON FY 2017 PROGRAMS**

Minutes of the March 24, 2015 board meeting and public hearing were approved unanimously.

**CHAIR'S REPORT/EXECUTIVE COMMITTEE (Chad Quinn)**

Mr. Quinn reviewed the three pillars that guide MCC in fulfilling its vision, mission, values and goals. Since September 2013, Mr. Quinn has recognized individuals who embody one or more of the three pillars: *Internal Alignment*, *External Alignment*, and *Financial Stewardship*.

## Prior Recognitions

- September 2013 – Hussain Mohammed for winning a Virginia Recreation and Park Society Award recognizing his graphic arts work on an issue of the MCC program guide. Hussain continues to garner recognition for his work by recently receiving a team excellence award from Fairfax County (External Alignment).
- October 2013 – Sydney Duberstein for developing creative new senior interest programs (Internal Alignment).
- December 2013 – Nyka Feldman for Safe Community Coalition leadership (External Alignment).
- March 26, 2014 – Marilyn Baird of Joy of Dance represented all 3 pillars (Internal Alignment, External Alignment, and Financial Stewardship).
- At the April 23, 2014 – MCC’s Financial Stewardship was the focus.
- July 23, 2014 – Glenn Yarborough, Chair of the Friends of the MCC Board (External Alignment).
- September 22, 2014 – Donna Goldbranson, Executive Director of Specially Adapted Resources Clubs (SPARC) (External Alignment).
- October 22, 2014 – Sally Horn, President, McLean Citizens Association (External Alignment).
- January 28, 2015 – Sam Roberts, retiring Special Events Director (Internal Alignment)
- February 24, 2015 – Catherine Nesbitt, new Special Events Manager (Internal Alignment).
- March 24, 2015 – Susan Corrigan, New Executive Director, McLean Project for the Arts (External Alignment).

## Ashley Herron Scott

Ms. Scott was recognized under the Internal Alignment pillar for her work with MCC as a “Music Together” teacher and manager.

- Ms. Scott completed the Music Together Teacher Training Workshop at the Center for Music and Young Children in Princeton, New Jersey. She also trained at Catholic University.
- “Music Together” is an internationally recognized music program for children from birth through age 7 – and the grownups who love them.
- Ms. Scott has 25 classes advertised in MCC’s Winter/Spring 2016 Program Guide that are filled to capacity.

In addition to her work with MCC, Ms. Scott has branched out to ten locations, employs ten instructors and offers over 70 classes per semester in the various locations.

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

### Internal Alignment

On March 26, Robin Walker conducted an all-staff social media training session. In it she covered Facebook, Twitter, Flickr, YouTube, SoundCloud, blogs, SlideShare, and Hootsuite which are all county approved social media sites. Ms. Walker also went over county policy, our day-to-day roles, and posting guidelines.

### External Alignment

- This year's first attempt to offer sponsorship opportunities for McLean Day showed us that local companies are quite interested in showing their community support. We filled all but one sponsor slot and I am happy to recognize the following sponsors of McLean Day 2015: State Farm Agent Lynn Heinrichs; Verizon; United Bank; Wheat's Landscape; Washington Fine Properties, LLC; McLean Properties; The Langley School; and Capital One Bank.
- The Northern Virginia Table Tennis Club (NVTTC) held their Spring Tournament on April 11 and 12 at the Old Firehouse Teen Center. There was an overall attendance of 82 with 27 registered competitors in beginners, intermediate, and advanced classifications. NVTTC President Tom Norwood wrote a very nice letter thanking the OFTC for hosting the event in particular thanking Ryan Brookes and Andrew Carter for providing the tables and nets and assisting with set up and take down.
- "Princess for a Night" during the months of April and May dresses and other prom essentials may be dropped off at the Old Firehouse Teen Center Monday through Friday, 9:00 a.m. to 6:00 p.m. or Sunday, noon to 4:00 p.m. Being a Fairy Godmother is easy – just look through your closets for: formal dresses; gently used shoes; handbags; costume jewelry; or unused make-up.
- Children's Spring Fest was on April 4, with good enough weather for a successful egg hunt outside and lots of fun with crafts, magic show, and photos with a giant rabbit.
- Our annual McLean Spring Community Garage Sale was held Saturday April 18 and close to 750 shoppers made their way around 80 sellers on a beautiful sunny day. One of the sellers wrote: "This was our first opportunity to participate in the Garage Sale. I wanted to express our appreciation for how well organized and managed the event was. The entire team did an outstanding job and was enormously helpful and considerate."
- March Alden Theatre performances included: Mid-day movie: "Manchurian Candidate"; Chamber Music: concerts March 1 and 29; Community Arts: "Totally RED"; James C. Macdonald Fine Arts Scholarship Competition: Performances and Awards on March 25; and disappointingly our sold-out dance performance by Les Ballets Trockadeo de Monte Carlo was snowed out on March 5.

### Financial Stewardship

- Ashok has prepared our 3<sup>rd</sup> Quarter Budget Review comparing with this time last year.

- Another example of watching our purchasing expenditures: Jennifer Garrett our Theatre Technical Director was able to save even more by soliciting an even lower bid price than that of the county preferred contractor pricing.

### **CAPITAL FACILITIES COMMITTEE (Susan Bourgeois, Chair)**

Ms. Bourgeois reported that the Capital Facilities Committee (CFC) met twice in April (April 7 and 21) and covered the following matters:

#### Ingleside Renovations

- Two of three planned public meetings have been held to provide information to residents about the renovations and expansion, and to get feedback.
- About 40 people attended the second public meeting on April 15. The third public meeting is scheduled for May 12 at MCC.
- On April 28, two CFC representatives will meet with the McLean Citizens Association's (MCA) Planning and Zoning Committee and the McLean Trees Foundation to provide information on renovation and expansion plans, with presentations by the Department of Public Works and Environmental Services (DPWES) and The Lukmire Partnership (Lukmire), the project manager and the project architect, respectively.
- In addition, two CFC representatives will attend MCA's annual meeting on May 27 where DPWES and Lukmire will present updated renovation and expansion plans, including stormwater management plans.
- The project is within budget.
- We are moving past the schematics stage.
- The first interior design presentation will take place at the May 5 CFC meeting.
- The CFC will follow up with Supervisor Foust when all planned public and informational meetings have taken place.

OFTC Project: Bathroom renovations at the Old Firehouse Teen Center are underway. Colors were selected at the CFC meeting the night before the board meeting.

Committee Goals: The CFC is on track to meet its goals for the board year.

### **COMMUNICATIONS COMMITTEE (Jay Howell, Chair)**

Mr. Howell said that while the Communications Committee did not meet in April, committee and staff members are following up on pending projects.

Key Goal Completed: A key committee goal was completed just after the March board meeting. Staff members participated in an awesome social media training, led by staff member Robin Walker.

MCC Sign in McLean Central Park: The Fairfax County Park Authority (FCPA) has established a McLean Central Park Signs Committee to look at ideas for new signage, including signage that would replace the MCC sign in the park at the intersection of Dolley Madison Boulevard and Old Dominion Road. MCC is represented on the committee by George Sachs. A representative of the Dolley Madison Library (Library) is also on the committee. Mr. Sachs said that the Signs

Committee will meet again once the FCPA and the Library representatives receive feedback from their respective boards. The Communications Committee gave feedback to Mr. Sachs at its March committee meeting.

### **ELECTIONS & NOMINATIONS COMMITTEE (Paul Kohlenberger, Chair)**

Mr. Kohlenberger reported the following:

Board Candidates' Orientation (April 13): Mr. Kohlenberger thanked Mr. Quinn, Mr. Howell, and senior staff for their good presentations to board candidates.

Flyers: At the committee meeting preceding the candidates' orientation, the committee decided to distribute flyers with the candidates' statements and voting information to area businesses.

Committee Goals: The committee has met all goals to-date. The final goal is to get the election completed within the MOU.

### **FINANCE COMMITTEE (Craig Richardson, Chair)**

In Mr. Richardson's absence, Mr. Quinn introduced Ashok Karra, who reported on MCC's third quarter financial status. Mr. Karra highlighted a number of items from the third quarter financials such as:

- We are within our financial stewardship goals for the first nine months of the 2015 fiscal year (July 1, 2014 to June 30, 2015).
- There was a good growth in tax revenue with increases in values and assessments.
- Overall, we should be in line with projected revenue and expenses for the year.
- Income in certain cost centers is down; such as Performing Arts, which is down due to snow cancellations. (On the expense side, MCC had to pay performers for the shows it canceled and to give refunds.)
- Overall, in year-to-date comparisons with FY 14, income is up \$474,412, while expenses are down \$96,005 for FY 15.
- Mr. Karra wants MCC to review its practice of bearing 100% of the processing fees charged by active.net, MCC's ticketing service. This year, MCC has absorbed \$46,000 in fees, up \$20,000 from last year. Mr. Karra is looking at other options.

Among other comments, Ms. Bourgeois recommended that the CFC review whether MCC should continue paying the county for snow removal, or use a private contractor to get better services possibly at a higher cost. Mr. Sachs said that in the review, we should look at the cost-benefit of using a private contractor when patrons might not be able to get to MCC even if our parking lot is clear.

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

Ms. Wallace reported that while the Program Committee did not meet in April, there are a number of items that committee and staff members will continue to address at the next meeting:

McLean Day: Final preparations for the McLean Day celebration are taking place daily.

Fireworks Display: This year, MCC's Fourth of July fireworks will be held at Cooper Middle School for the first time, rather than the longtime venue, Langley High School. Preparations are underway, including advertising the new venue.

Mr. Howell said we need to get the word out about the Fourth of July changes, something both the Communications and Program Committees could do with staff. Mr. Howell said that the Communications Committee will take up the matter at its next meeting.

Suggestions from board members included getting out signs and flyers regarding the changes and parking options. Mr. Howell said we should look at having both Cooper and Langley post signs.

Ms. Wallace said that Program Staff is still working on finalizing issues for the fireworks display.

Committee Goals: The Program Committee is set to complete its goals when the staff presents annual program data at the June 3 board meeting.

Public Hearing Feedback: At its next meeting, committee and staff members will review public hearing comments to determine what responses are needed.

## **LIAISON TO FRIENDS OF THE MCC (Paul Kohlenberger)**

Mr. Kohlenberger reported that:

- A new Friends brochure is in development.
- Friends is working on the Meet the Candidates event for MCC board candidates on May 3, at 2:00-4:00 p.m. in the DuVal Studio.

## **NEW OR OLD BUSINESS**

There was no old or new business.

*There being no further business, Mr. Quinn adjourned the meeting at 8:36 p.m.*

Respectfully Submitted,

Jay Howell, Secretary  
Governing Board  
McLean Community Center

## **MCLEAN PROJECT FOR THE ARTS (Susan Corrigan, Executive Director)**

### **Excerpts from April 22, 2015 Report to the McLean Community Center Governing Board**

- McLean Project for the Arts' Strategic Plan Organizational Objectives include:
  - Reach a larger, more diverse audience,
  - Continue to develop creative programming initiatives in conjunction with our core programs (Exhibitions, ArtReach, MPA Artfest, Art Instruction), and
  - Ensure the financial sustainability of the organization.
- MPA's ArtReach programs which extend learning into the community to low-income seniors, those who are physically challenged, and at-risk youth in Fairfax County, VA.
- The 2015 Summer Art Camp curriculum has now been enhanced by MPA to include STEAM learning so as to reinforce Virginia Department of Education Standards of Learning (SOL).
- Planning for MPA programs for 2015-2016 has begun. MPA is developing ways to:
  - Expand the Artreach program with Title I public schools and increase awareness of the connection of MPA ArtReach program with STEAM within the Fairfax County public school system Standards of Learning (SOL).
  - Double the number of exhibits that are included in the ArtReach Gallery events to provide more opportunities for more qualifying students to learn the connection of art and STEM learning.
  - Develop a video library/archive of all MPA Exhibits for on-going education, exhibit promotion and serve as an in-gallery reference guide.
  - Conduct monthly ArtReach sessions to be held in MPA galleries for seniors in partnership with low-income senior centers in the county
  - Extend a special invitation to all who visit MCC to also visit MPA's galleries, and participate in MPA classes.
  - Communicate to a broader audience to promote MPA programs more effectively through MCC's growing communication's vehicles.