

**McLean Community Center
Governing Board Meeting
March 22, 2017**

MINUTES

Board Members Present: Laurelie Wallace, Chair; Debbie Sanders, Vice-Chair; Paul Kohlenberger, Treasurer; Sam Gollob; Kat Kehoe; Merrily Pierce; Jennifer Rossman; and Desi Woltman

Board Members Absent: Quintin Levin, Board Secretary, and Chad Quinn

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

Guests: MCC Board Candidates: Elizabeth John, Alicia Plerhoples and Julie Waters; Andrea DelVecchio, McLean Citizens Association Representative; Kyle and Gary Herbert; Pat Bellay; Amy Prewett; and Adrienne V. Doherty

Ms. Wallace convened the March 22, 2017 meeting of the Governing Board of the McLean Community Center (MCC) at approximately 7:49 p.m., following the Public Hearing on MCC Programs for FY19.

ADOPT AGENDA

The meeting agenda was approved unanimously.

PUBLIC COMMENT

There was no public comment.

APPROVE MINUTES OF THE FEBRUARY 22, 2017 BOARD MEETING

Minutes of the February 22, 2017 Governing Board meeting were approved unanimously.

CHAIR'S REPORT/EXECUTIVE COMMITTEE (Laurelie Wallace)

Ms. Wallace's report focused on events taking place at MCC, which included:

The Groundbreaking Ceremony

- The ceremony, which took place the morning of the Board meeting, was a great event.
- There was good attendance from Board Members.
- Supervisor Foust gave a good overview of MCC's importance to the community.
- The Federigans, who made a substantial donation to support the renovation, were able to attend.
- Ms. Wallace gave kudos to Mr. Kohlenberger for recommending that we have a groundbreaking.

MCC's Move Offsite

The week following the Board meeting would be our last week at the Ingleside facility.

Board Members Highlighting Activities

- Mr. Kohlenberger recommended that Board Members attend the Macdonald Competition scheduled for March 29 to see a number of talent students.
- Ms. Kehoe visited the McLean Square offices and Color Wheel (MCC's dance program location).

Executive Committee Meeting

A meeting will be held in the next two weeks to address a couple of issues.

EXECUTIVE DIRECTOR'S REPORT (George Sachs)

Mr. Sachs reviewed his March Executive Director's Report, which is shown below:

Internal Alignment

- A Moving Notice and the addresses of our new locations are on our website's homepage for quick reference.
- I know it is easy for us or others to reference the locations by other business names such as Balducci's, Ballet Petite or Century 21; but, please know that we do have to be sensitive to any perceived endorsement or free advertising for those businesses. Therefore, we will not be mentioning them in any of our print material.
- Our moving day is next Monday March 27! Staff will be displaced from their offices and computers for the most of the day. The Ingleside front desk will be staffed and the main phone line answered.
- A lease has been finalized to house our dance program. Dance classes will take place at the Langley Shopping Center in a space that we are subleasing from Color Wheel. We will use the framing half of their space that will work perfectly for our dance classes. MCC will have access to the space beginning April 10 just in time for the start of spring classes.
- Directors Note: The process of having to totally vacate the center and move everyone is probably the biggest undertaking the center and staff have had to endure since it opened in 1975. In particular, our Facilities Manager Joe McGovern and Scheduling Aide Jonathan Davis have stepped up to the plate in every way and I cannot speak more highly of their efforts and contributions to the move.

External Alignment

- Registrations for classes starting in April are going well without much concern or comment about the move – at least for now.
- The Philadelphia Flower Show went on without a hitch the day after our snowstorm. We had a full bus with all 38 registrants.
- The Alden had two shows in February, The Amazing Max and Hot Club San Francisco.
- The Old Firehouse has remained active with Family movie night, 5th & 6th Grade St. Paddy's Party, and Family Fun Bingo at the end of this month.
- Summer Camps:
 - Camp McLean:
 - All sessions for 5-6 year olds and 7-8 year olds are full.

- Sessions for Tots and 9-10 year olds are over half full.
- Five out of eight Teen Trips Camp Weeks are full at this time.

Financial Stewardship

- Ashok and all our staff have done an outstanding job of predicting our estimated revenues and expenditures this fiscal year and Ashok is holding us all accountable for the next fiscal year as well.
- Joe has been able to create a little extra revenue by selling some of our no longer used excess property items through the county auction system.

CAPITAL FACILITIES COMMITTEE (Debbie Sanders, Chair)

Ms. Sanders reported on the March 2 meeting of the Capital Facilities Committee (CFC), at which a selection was made for carpeting for the Ingleside renovation. One Board Member, who is also a CFC Member, asked to have the decision on the carpeting revisited. Ms. Wallace (Board Chair) initially offered to send the matter back to committee. There was substantial discussion, which include a number of factors including:

- The CFC had looked at carpet designs a year and a half ago, and looked at more designs recommended by the design team. In the end, those designs were not satisfactory.
- Dennis Findley, a former Board Member and CFC Chair, offered to contact carpet dealers to provide MCC with more carpet options.
- A large array of carpet designs were received from Milliken and Shaw. The carpet samples were at MCC for a period that allowed all CFC Members and other Board Members to review the samples.
- The number of carpet samples was too large to take to the full committee. A group consisting of Ms. Sanders (CFC Chair), Mr. Sachs (Executive Director), Joe McGovern (Facilities Manager) and Mr. Findley went through all of the samples and narrowed them down to two recommended designs taking into account the CFC discussions that had taken place over the last year and a half.
- The two designs were presented at the March 2 CFC meeting. There was substantial discussion about the two designs, and a selection was made.
- The vote to select a specific design was selected by a CFC vote.
- Mr. Sachs pointed out that the contractor had been given the design information related to the selected carpet.

After the discussion, the overwhelming view among Board Members was that the CFC's carpet decision made at its March 2 meeting should stand.

COMMUNICATIONS COMMITTEE (Chad Quinn, Chair)

In Mr. Quinn's absence, Ms. Woltman reported on the March 15 Communications Committee meeting. The report included the following items:

- There was concern about the design to repair MCC's signage, which include a black and white color scheme. The color is actually silver rather than white. Committee Members will see samples.
- Ms. Anwah briefed the Committee on the status of an agreement to provided maintenance, security and the buildout for the MCC website.
- Focus groups will be done next year; this year's Committee will provide a framework.
- Ms. Rossman offered to lead the focus groups.

ELECTIONS & NOMINATIONS COMMITTEE (Merrily Pierce, Chair)

While the Elections & Nominations Committee (ENC) did not hold an official meeting in March since there was no quorum, Ms. Pierce reported on the work of the ENC that included the following topics:

- Board Candidates were identified on March 17. There are six adult candidates and six youth candidates (two from the Langley High School Boundary area and four from the McLean High School boundary area).
- The Board's campaign season has begun.
- Absentee voting begins on April 10 at the Teen Center and the offsite office.
- The Board Candidates Orientation will be held on either April 10 or April 17 depending on the number of candidates who can attend on the dates.
- Board Members are invited to attend.

FINANCE COMMITTEE (Paul Kohlenberger, Chair)

Mr. Kohlenberger reported that the Finance Committee would meet soon to discuss the third quarter budget review and to address budget projections.

PROGRAM COMMITTEE (Laurelie Wallace, Chair)

Ms. Wallace reported on the March 8 Program Committee meeting, which included the following items:

- The Supervisor's Office did a very nice press release on the Groundbreaking Ceremony.
- The Spring Class Schedule is out.
- Food-truck Vendor Policy for McLean Day: Ms. Woltman and Catherine Nesbitt, Special Events Manager, are finalizing the remainder of documents for McLean Day.

Ms. Wallace introduced a recommendation from the Program Committee that the Board strike the following Board Policy that had been adopted on July 22, 2015:

It is the policy of the MCC that, for contracted services, MCC Staff shall protect the interests of tax district residents by seeking and accepting those vendors offering the highest quality and best value, irrespective of geographical considerations (Small District 1A). In those cases in which potential vendors are indistinguishable from each other on objective criterion, those vendors residing within the MCC tax district shall be given preference.

Program Committee Members voiced some of the reasons for the recommendation:

- The policy should be stricken since there is no way to establish objective criteria regarding "indistinguishable" as called for in the current Board policy.
- The full Board has had a mindset that we should be promoting anything local.
- Striking the policy does not mean that MCC will not support local vendors.
- Vendors at MCC events are a part of the entertainment, which staff selects based on their professional judgment.

For those and other reasons, the Program Committee had adopted the following motion unanimously:

MOTION: that the Governing Board strike its policy, dated July 22, 2015, which gave preference to for-profit vendors residing within Small District 1A-Dranesville.

Mr. Kohlenberger opposed the motion. He noted that the language of the Board Policy was designed to protect staff from being forced to accept local vendors regardless of the quality of their services. Mr. Kohlenberger offered an alternate solution, which was to strike the second sentence of the 2015 Board Policy.

The Program Committee's pending motion was withdrawn, and a substitute motion offered as follows:

MOTION: that the Governing Board amend the following policy by the deleting the second sentence as shown below:

It is the policy of the MCC that, for contracted services, MCC Staff shall protect the interests of tax district residents by seeking and accepting those vendors offering the highest quality and best value, irrespective of geographical considerations (Small District 1A). ~~In those cases in which potential vendors are indistinguishable from each other on objective criterion, those vendors residing within the MCC tax district shall be given preference.~~

Decision: The motion passed unanimously.

LIAISON TO FRIENDS OF THE MCC (Laurelie Wallace)

Ms. Wallace announced that the next meeting of the Friends Board was scheduled for Monday, April 10 at the Teen Center. (Subsequently, the meeting was moved to the MPA office due to a conflict.)

OLD/NEW BUSINESS

There was no other old or new business.

There being no further business, Ms. Wallace adjourned the meeting at approximately 8:44 p.m.

Respectfully Submitted,

Laurelie Wallace, Chair
Acting Meeting Secretary
MCC Governing Board