

McLean Community Center
Regular Meeting of the 2017-2018 Governing Board
October 25, 2017

MINUTES

Board Members Present: Laurelie Wallace, Board Chair, Paul Kohlenberger, Board Vice Chair; Desi Woltman; Merrily Pierce; Julie Waters; Alicia Plerhoples; Kat Kehoe; and Elizabeth John

Board Members Absent: Jennifer Rossman; Alex Camus; and Caroline Brunner

Staff Members Present: George Sachs, Executive Director; Ashok Karra, Comptroller; Robin Walker, Social Media Editor

Guests: Fallon Forbush, Connection Newspaper; Andrea DelVecchio, MCA; Jane Edmondson, Supervisor Foust Office; Derrick Swaak, MPA Board Chair

CONVENE MEETING

Ms. Wallace convened the meeting of the 2017-2018 Governing Board of the McLean Community Center (MCC) on October 25, 2017 at approximately 7:34 p.m.

ADOPT AGENDA

The meeting agenda was approved unanimously.

PUBLIC COMMENT

General comments were made by Derrick Swaak about a successful MPA Artfest with over 5,000 in attendance. He thanked MCC and staff for supporting this event. "It was a happy event for the artists as well as everyone who came out to spend the day in the park."---Mr. Swaak

APPROVE MINUTES OF SEPTEMBER 27, 2017 REGULAR MEETING OF THE 2017-18 MCC GOVERNING BOARD

The September 27, 2017 Governing Board Regular meeting minutes were approved unanimously. Ms. Wallace made a motion that the Governing Board approve the draft MCC FY19 Budget Proposal, as presented at the Public Hearing on September 27, 2017, and direct staff to submit the final draft of the board-approved budget proposal to Fairfax County on or before October 31, 2017.

This motion was passed unanimously.

CHAIR'S REPORT/EXECUTIVE COMMITTEE – Laurelie Wallace, Chair

Ms. Wallace asked board members to comment on the MCC events that they had attended in the month of October. Mr. Kohlenberger gave a short review of how well the McLean 5K was organized by MCC which had great community support from the McLean Community Foundation, Century 21 New Millennium, Greater McLean Chamber and Chain Bridge Bank.

Ms. Wallace thanked George for the printing the very first Signed Pledge which all board members received at the meeting.

The next Executive Committee meeting is scheduled for Monday, November 13 at 7:30 p.m. and is open to all board members. The Governing Board does not meet in November due to the Thanksgiving Day Holiday. The next Governing Board meeting is scheduled for Wednesday, December 13 at 7:30 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

EXECUTIVE DIRECTOR'S REPORT - George Sachs, MCC Executive Director

Mr. Sachs read his written report which is shown below:

Internal Alignment

- We have a new hire in the position of Teen Programs Manager. Replacing Nik Bali is Ashlyn Thompson who started with us part time in 2015 assisting with the afterschool program. Some of Ashlyn's duties include managing the after-school program, block party, Friday Night Dances, and back to school nights.
- Patron appreciation – Nice email from a local resident "My husband and I attended the djembe class and the Haimovitz Cello concert on Sunday. Both were outstanding. I do hope you continue to program such interesting and high quality concerts and classes, and I hope there is a way to get the word out more to increase attendance for these concerts. I counted about 60 people at the Haimovitz concert and he is a major artist. Thank you so much."
- At our Bi-Weekly Construction meeting on October 10th - Due to our concerns around some specific delays deviating from the original time line, we reviewed an updated time line schedule which did not indicate or anticipate any change to the bottom line delivery date.
- Included in your board packets is a quarterly review of our programs for July – September.

External Alignment

- Events held since our last board meeting – After 7 Teen Dance; Harvest Happenings a huge success held at St. Luke's School; ArtFest in McLean Central Park; Suits & Sneakers Community Awards by Chamber Of Commerce held at Turkey Run Pavilion Park; McLean 5K Fun Run In McLean, By McLean, For McLean, with proceeds to benefit the McLean Community Foundation; Djembe Drumming Class; and Matt Haimovitz Chello Concert.

Financial Stewardship

- Finalized the draft proposal after the Public Hearing on the Proposed FY2019 Budget and ready for board approval and to be forwarded to county Department of Management and Budget on or before October 31, 2017.

A video of the MCC's Special Year in Review was shown after Mr. Sachs gave his report.

ELECTIONS & NOMINATION COMMITTEE (ENC) - Kat Kehoe, Chair

Ms. Kehoe gave an overview of the main topics that the committee has been working on for the month of October. In addition to modifying the LWVF professional contract for the upcoming board elections, the committee has been working on the Election Policies and Procedures as well as researching an Online Voting App for the youth elections. Next, Ms. Kehoe made a motion that the Governing Board engage the League of Women Voters of Fairfax, Va. to count ballots for the 2018 Governing Board elections for a fee not to exceed \$1,600. This motion passed unanimously and Ms. Kehoe will follow up the LWVF after the contract has been submitted to them for their signature.

The next ENC Committee meeting is scheduled for Tuesday, October 17 at 6:30 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

CAPITAL FACILITIES COMMITTEE (CFC) - Paul Kohlenberger, Chair

Mr. Kohlenberger gave an overview of the construction update meeting with Fairfax County on October 10. Mr. Sachs stated that the construction committee met again on October 24 and the restroom changes could not be done without having a total redo of all the restrooms. He then asked if adding a sink with counters and cabinets in Alden's backstage area of the green room would pose any problems with zoning or trigger ADA requirements. The construction committee didn't think this would be a problem and could be done as a minor in-house repair project.

Under new business, CFC asked MCC staff to look over the final construction plans to come up with a list of items that were not included in the renovation project for discussion at their next meeting.

The next CFC Committee meeting is scheduled for Monday, November 6 at 7:30 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

COMMUNICATIONS COMMITTEE - Jen Rossman, Chair

Communications Committee met on September 11 to discuss their goals and measures for the year but did not meet in the month of October.

The next Communications Committee meeting is scheduled for Monday, November 13 at 6:30 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

FINANCE COMMITTEE - Merrily Pierce, Chair

Mrs. Pierce gave an overview of the Finance Committee meetings and thanked the board and MCC staff for their hard work on preparing the Proposed Budget for FY19.

The next Finance Committee meeting is scheduled for Monday, November 6 at 6:30 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

PROGRAM COMMITTEE - Desi Woltman, Chair

Mrs. Woltman stated the Program Committee has been reviewing the current and future suggested market rates for rentals in the renovated building. She stated that we may not know the true operating costs of the renting the new meeting/event spaces until we have been in the renovated building for at least one year.

Mrs. Woltman reported that other items were discussed during the last committee meeting which were planning a reopening (soft and hard) events and reviewed results of the current class/event surveys.

The next Program Committee meeting is scheduled for Wednesday, November 29 at 7:30 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

LIAISON TO FRIENDS OF MCC - Paul Kohlenberger, Vice-Chair

Ms. Kehoe will attend the next meeting of Friends of the MCC on November 13 at 7:30 p.m. at MPA's downtown office location in the Giant Shopping Center.

OLD/NEW BUSINESS - Paul Kohlenberger, Vice-Chair

Mr. Kohlenberger would like the board to consider writing a letter to Fairfax County asking for money held in the Transportation Funding accounts (\$100,000) to be allocated to projects such as a pedestrian bridge over Dolley Madison Blvd (Route 123) to McLean Central Park and/or construct missing sidewalk links between MCC's building and Churchill Road. Mr. Kohlenberger reminded the board members that in 2013, MCC Governing Board wrote to Fairfax County Park Authority (FCPA) in support of their proposed Central Park plans which included the construction of a pedestrian bridge over Route 123.

With Mr. Kohlenberger recommendation, the board agreed to have a letter sent to the Fairfax County Department of Transportation on or before Nov. 8 advocating for these two projects that would promote the Center's interests.

ADJOURNMENT

There being no further business, Ms. Wallace adjourned the meeting at approximately 8:22 p.m.

Respectfully Submitted,

Robin Walker
Acting Executive Assistant to the Governing Board