

**McLean Community Center
Public Hearing on Programs FY20 and the
Regular Meeting of the 2018 Governing Board
March 28, 2018**

MINUTES

Board Members Present: Laurelie Wallace, Board Chair; Paul Kohlenberger; Desi Woltman; Merrily Pierce; Jennifer Rossman; Elizabeth John and Julie Waters

Board Members Absent: Alicia Plerhoples; Kat Kehoe; Alex Camus and Caroline Brunner

Staff Members Present: George Sachs, Executive Director; Ashok Karra, Comptroller; Maggie Shea, General Programs Director; Mike Fisher, Old Firehouse General Manager; Sarah Schallern, Director of Performing Arts; Robin Walker, Social Media Editor; Catherine Nesbitt, Special Events Manager

Members of the Public: Jane Edmondson, Chief of Staff, Office of Supervisor John W. Foust; Terri Markwart; Megan Markwart; Debbie Sanders; Debbie Bissen, MPA Director of Communications & Development; Luda Delrose; McLean Art Society; Ray Goodrow, President Elect McLean Art Society; Liliana Dossola, McLean Art Society; Dorothy Hassan, McLean Art Society

CONVENE THE PUBLIC HEARING ON FY20 PROGRAMS AND INTRODUCTIONS

Ms. Wallace convened the meeting of the 2018 Governing Board Public Hearing on Programs for FY20 on Wednesday, March 28, 2018 at approximately 7:30 p.m. She explained this is the annual public hearing on programs which is an opportunity for residents and stakeholders to give us comments and recommendations on MCC's future programming plans.

Next, Ms. Wallace asked members of the public to introduce themselves by their name and note the organization or group they are representing if applicable. Staff introductions followed then the floor was opened to public comment. Comments from the members of the public included the following:

Ray Goodrow

McLean Art Society (Statement Unedited)

Hello. Thank you for the opportunity to speak tonight. My name is Ray Goodrow, I will be the incoming President of the McLean Art Society when the Community Center reopens at the end of the year. With me tonight are other members of our organization. Unfortunately our current President, Judy Landry, is under the weather.

We are here tonight representing the 75 members of our organization and we want to show our support for the mission of the Community Center and we look forward to the reopening. A majority of our members reside and pay taxes in Small District #1A. Our organization exists to serve and

benefit local rather than regional and national artists. As some of you know our monthly meetings were held in the center and we currently are meeting at the Dolly Madison Library – the library has been very accommodating but the space is a little tight for the 30-50 folks who generally attend our meetings and demonstrations.

We believe we are the oldest community arts organization in McLean, formed in 1955 and also believe we are the only all-volunteer arts organization. Unlike similar groups in Arlington, Vienna, and Falls Church we have no permanent exhibition and meeting space and receive no governmental support – thus our relationship with the Community Center is critical to our mission. We have regular workshops and demonstrations, annual exhibits and sales, and our ongoing committees support opportunities for adults and children.

Tonight we would like to request dedicated wall space, perhaps shared and on a rotating basis, within the expanded center to display the art work of our members. This display space would preferably be in high traffic areas within the center –allowing the promotion of the artistic endeavors of the local community and to allow increased visibility of our organization and to support and recognize local talent.

If you have any questions about our organization all of us here tonight would be happy to talk to you and you can also visit our website at www.mcleanartsociety.org

Debbie Sanders

Former Governing Board Member

Ms. Sanders requested a program or a “boot camp” for high school students and their parents on how to get ready to go to college. She stated that this new program should include life skills, completing college application and writing college essays.

ADJOURN PUBLIC HEARING ON PROGRAMS FY20

Mr. Sachs thanked everyone who came out to speak in support of their personal or organizational interests in the Public Hearing on Programs for FY20. He mentioned that public input is vital for having well-rounded programming at the Center for McLean residents. Ms. Wallace echoed Mr. Sachs’ comments and adjourned the public hearing at 7:55 p.m.

ADOPT AGENDA FOR THE REGULAR MEETING OF THE GOVERNING BOARD

The meeting agenda was approved unanimously.

PUBLIC COMMENT

General comments were made by Ms. Bissen, MPA Director of Communications & Development. Her comments are as follows (unedited):

Highlights Across Three Prongs of MPA’s Mission:

- **Exhibitions: Open now and coming soon**
 - March/April 2018: Youth Art Exhibitions for McLean & Langley Pyramids. McLean Pyramid, March 8-18; Langley Pyramid, March 21-April 5. McLean opening reception was

very successful! Join us for the Langley Pyramid closing reception, Wednesday, April 4, 4:30-6pm

- Next exhibition will be “Erratic Landscapes: New Works by Artemis Herber“ opening reception Thursday, April 12, 7-9pm, and continuing through June 3.

- **Education: Spring classes begin soon . . . Still room to register**

- Our three-day Spring Break iPad workshop wrapped up today, was very successful with 7 students learning how to make animated movies
- Spring classes begin in two weeks – still have room for more students. Camp Registration is also ongoing, with room still available for most weeks

- **ArtReach: Another wonderful year of reaching out to our community!**

- We had nearly 2,000 FCPS visitors this winter, including 9 Title I schools, and McLean areas schools, Westgate, Churchill Road, Longfellow M.S. & Langley H.S. Special Ed.
- Second Story and SPARC outreach also continues, including upcoming activities at Second Story’s shelter for teens in crisis, and Culmore afterschool center
- Lewinsville & Pimmit Hills Senior Center activities happening in May as part of the Arts Council of Fairfax County’s Creative Aging Festival

Highlights of MCC/MPA Teamwork

- **Performing Arts:**

- Art+Improv performances were a big success. Good turnout for all shows. Hope to collaborate on this again next year!

- **Staff Coordination:**

- MPA staff and board enjoyed hosting the MCC board at our joint MCC/MPA Board Meeting, February 28, 2018.
- Deb attends George’s staff meetings as possible

- **Other Upcoming Events:**

- MPA Spring Benefit will be the evening of Thursday, May 31st, at the beautiful home & gardens of our board member Julie Clemente and her husband Dan.
- We’ve planned a series of three Art+Music concerts for this spring:
 - Thursday, April 19, 7pm, MPA@ChainBridge – Bitter Dose Combo
 - Thursday, May 10, 7pm, MPA@ChainBridge – The Dave Kline Band
 - Saturday, May 12, 4:30-6pm, Palladium Green courtyard – Sound Impact

APPROVE MINUTES OF FEBRUARY 28, 2018 JOINT MEETING WITH MPA AND MCC FOLLOWED BY THE REGULAR MEETING OF THE GOVERNING BOARD

The joint board meeting with MPA and MCC at MPA’s Chain Bridge Gallery location followed by the regular meeting of the 2018 MCC Governing Board minutes were approved unanimously.

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

Ms. Wallace asked all board members if they would like to share their experiences from attending MCC events or programs. While board members had attended last year’s *Spring Fest* event, they were not able to make it to this year’s event.

Ms. Wallace recapped the Executive Committee's decision to open the Center up one hour earlier at 8 a.m. It was stated that the extra hour would give staff new programming opportunities such as offering exercise classes for the residents of McLean before their work day begins as well as extra rentals for early morning meetings. Additional staff would not be needed to man this change instead revamping the old front desk position to a job share position meaning 2 employees, working 4 hours shifts per weekday would be offered to handle the extra work hour.

Ms. Wallace reviewed the Executive Committee's decision to add three additional board protocols for how to handle public inquires/comments, responding to board emails and board members making public statements concerning ongoing business of the board. The new board protocols are as follows:

- *How does a Board member respond to inquiries and/or comments from the member of the Press such as, Letters to the Editor and/or the Office of the Board of Supervisor(s)?*
Inquiries or comments directed to the Board members should be received and responded to by the Executive Director and copied to the Board Chair and the Board Executive Assistant.
- *How do Board members respond to Board emails?*
When hitting reply to Board emails, only copy the Board Executive Assistant, Executive Director and/or Board Chair. Do not use "Rely All" under any circumstances when answering board emails because this is considered a public meeting under the Sunshine Laws. Board business should only be discussed in Board meetings.
- *Do Board members represent the entire Board when making a statement about board business in the public domain?*
Individual Board members are not permitted to speak for the entire Board unless they have been tasked by the Board Chair or Executive Director to give an official speech or public address on behalf of the McLean Community Center Governing Board.

The next Executive Committee meeting is scheduled for Monday, April 9 at 7:30 p.m. and is open to all board members. The next Governing Board meeting is scheduled for Wednesday, April 25 at 7:30 p.m. at MCC's Admin Offices, 6631 Old Dominion Dr. McLean, Va.

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

Mr. Sachs announced the Small District 1A Dranesville District Governing Board candidates who have successfully petition to have their names placed on the ballots for the McLean Community Center Governing Board Elections on May 19, 2018 at McLean Day. The names of these candidates are as follows:

Adult Candidates:

Carole L. Herrick, 1119 Laurelwood Drive, McLean, Va. 22102
Terri Markwart, 6605 Heidi Court, McLean, Va. 22101
Maria Foderaro-Guertin, 1621 Brookside Road, McLean, Va. 22101
Raj Mehra, 7736 Lewinsville Road, McLean, Va. 22102

Youth Candidates:

Langley High School Boundary Area:
Megan Markwart, 6605 Heidi Court, McLean, Va. 22101
Brian Kim, 7211 Evans Mill Road, McLean, Va. 22101

McLean High School Boundary Area:
Kimya Shirazi, 1909 Barbee Street, McLean, Va. 22101
Lauren Herzberg, 1526 Forest Villa Lane, McLean, Va. 22101
Serena Aurora, 1745 Fairview Ave., McLean, Va. 22101

Next, Mr. Sachs read his written report which is unedited and shown below:

Internal Alignment

- Project update – Things are coming along and we hope soon we will be able to get inside and allow us to visualize the changes to the facility.
- We have a certified list of Board Candidates with a total of four adult candidates with three McLean H.S. district and two Langley H.S. district youth candidates.
- Camp McLean has been assigned to Chesterbrook Elementary School which is our first time at this location. All those registered have been notified and there were a few refund requests due to the school location determination. Staff are on it to make the new site work as well as possible for this year's summer camp.
- We received a nice thank you comment from Producing Artistic Director Jeanne Harrison of the Traveling Players Ensemble for their use of the Old Firehouse.

External Alignment

- The Philadelphia Flower Show day trip on March 5th was a joy for all 38 participants. They truly enjoyed this year's theme "Wonders of Water" as the convention center transformed into tropical jungles, native woodlands, and deserts all surrounded by thriving plants, flowers, and fountains.
- Winter classes are just coming to an end and registration is ongoing for Spring Classes that include Bridge, Music Together, Funfit, Funky Forces (Science), My First Lemonade Stand, Chess Classes, and Knitting Circle Crochet just to mention a few.
- McLean Day will be here sooner than you think and preparations are ongoing. This year we are trying something new by opening the large rides section on Friday from 2pm to 7pm to allow for some extra ride time for this popular attraction.
- Just a reminder that our Spring Fest is this coming Saturday from 10am to 12noon at St. Luke's School on Georgetown Pike.

Financial Stewardship

- We are continuing to track all bills and expenses related to the Renovation Project.
- Staff are being instructed to look ahead to the fiscal year end and the close out of all budget items for FY2018.

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

In Ms. Kehoe's absence, Ms. Waters reported that nine candidates have been successful in petitioning to become the 2018 Governing Board candidates for the Small District 1A Dranesville District. A candidates orientation was held at the Old Firehouse on March 19 and all but one of the candidates were in attendance. The next ENC Committee meeting is scheduled for Tuesday, April 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. McGovern updated the CFC on the renovation project which included remarks that most of the construction workers are now working indoors. Offices are being framed and the interior is taking shape. During the windstorm event a week ago, the construction site was tied down well and no damage occurred to the site or to equipment.

Mr. Kohlenberger reported that he and staff members recently walk thru the Old Firehouse to make a list of what could be done to improve the facility to help support a long term lease with the County.

Mr. Sachs and Mr. Fisher stated that projects needed to be identified then broken down into two phases. First phase are the beautification projects (>\$5,000) such as landscaping, removal of the old large planters, back patio with fence wrapped around to the front parking lot and screens around the dumpster. Second phase improvements are a new HVAC system and moving it to the roof, installation of fire suppression system, ADA compliance for the entire building, and a security system.

The next CFC Committee meeting is scheduled for Tuesday, April 3 at 6:30 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

COMMUNICATIONS COMMITTEE - Jen Rossman, Chair

Ms. Sachs reviewed the Route 123 signage update with the committee members. Two options were selected for cost analysis and will report back with estimates for the preferred design options. Ms. Anwah reported on the McLean Day App as being underway and will include the park map, vendors, exhibitors, food trucks, stage acts, sponsors and other information important to the attendees of the McLean Day. Other topics discussed were MCC's comment cards collected in March, website update with a new homepage design that will be more intuitive with a visual format and a review of the MCC Board election communication schedule.

The next Communications Committee meeting is scheduled for Monday, April 9 at 6:30 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

FINANCE COMMITTEE - Merrily Pierce, Chair

Mr. Karra reviewed the 3RD Quarter FY18 results with the committee members. Overall the 3rd Quarter and the year-end numbers are well within budget and a year-end budget surplus is now projected for FY18 actuals.

Next, committee members reviewed the final numbers for personnel costs, operating expenses and real estate tax adjustments with Mr. Karra and they were pleased with the final numbers.

The next Finance Committee meeting is scheduled for Tuesday, May 1 at 7:30 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va. No Finance meeting was held on April 3 at the Center.

PROGRAM COMMITTEE - Desi Woltman, Chair

The Program Committee did not meet in March.

The next Program Committee meeting is scheduled for Tuesday, April 17 at 7:30 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

LIAISON TO FRIENDS OF MCC – Kat Kehoe

No report was given since Ms. Kehoe was not in attendance.

OLD/NEW BUSINESS – Ms. Wallace, Board Chair

No new or old business was reported.

ADJOURNMENT

There being no further business, Ms. Wallace adjourned the meeting at approximately 8:43 p.m.

Respectfully Submitted,

Robin Walker
Acting Executive Assistant to the Governing Board