

**2019-2020 MCC Governing Board
Regular Meeting
January 22, 2020**

MINUTES

- Board Members Present:** Julie Waters, Board Chair; Alicia Plerhoples; Xavier Jimenez; Maria Foderaro-Guertin; Megan Markwart; Carole Herrick; Raj Mehra; Suzanne Le Menestrel; Elizabeth John
- Board Members Absent:** Terri Markwart; Carla Post
- Staff Members Present:** Ashok Karra, Comptroller; Holly Novak
- Guests:** Lori Carbonneau – MPA; Kat Kehoe; Paul Kohlenberger; Mike Scott (McLean Community Players)

CONVENE THE MEETING

Chair Waters convened a Regular Meeting of the 2019-2020 Governing Board of the McLean Community Center (MCC) on January 22, 2020 at 7:30 p.m.

ADOPT AGENDA The Agenda for the meeting was adopted as written.

PUBLIC COMMENT

Kat Kehoe (local resident; former board member): 1. Ms. Kehoe saw Cecelia Closs and asked if Alden Theatre balcony had been named after Friends of MCC (action item from 2018-2019 Board). She is wondering what the status is.

Clarification by Chair Waters: Mr. Sachs is working on those plaques. Chair Waters will check on progress and inform Ms. Kehoe. Ms. Herrick (liaison to Friends of MCC) will also be in-the-loop.

2. Regarding the Special Meeting in May 2019 on the question about political parties endorsing MCC Board candidates: the result of that meeting was to check with the county attorney. What is the update on that?

Comment by Board Chair Waters: The Board finalized and approved a new Standards of Conduct Policy. It has been approved by the county attorney; so it is the final version. The county attorney took it out: as you flip through, you will see that any reference to political partisanship has been removed, based on discussion with the attorney – that MCC doesn't really have a way to enforce it.

Comment by Ms. Kehoe: Remember, there was talk about First Amendment rights being violated...

Comment by Board Chair Waters: Correct, and that's the point: there is no longer any reference to limiting anybody based on partisan...

Comment by ENC Chair Plerhoples: In my ENC update, I will share about the county attorney's mark-up; it was along the lines of: "Who said this wasn't approved?" and "Who declared that it's non-partisan?" That was news to the county attorney. The ENC came to an agreement to think about inserting language in the Elections & Nominations Policies & Procedures – not as binding... but that, as a tradition, this has been non-partisan race.

Question by Ms. Kehoe: And did you go into a definition of what "non-partisan" means?

In the newly-revised ENC Policies & Procedures, it says: "Historically, the MCC election process has been non-partisan. Candidates are discouraged from seeking endorsement from political parties." We limited it to just endorsement from a political party (which would be the Green party; Democratic party; Republican party)

Comment by Ms. Kehoe: An official, registered party...

Clarification by ENC Chair Plerhoples: A political party. And again, this was the place [ENC Policies & Procedures] that we thought it best to be in... and not in the “Standards of Conduct” –to have this kind of permissive option – language that shows it’s not...

Comment by Ms. Kehoe: Well, I’m not a lawyer, but it would be breaking a First Amendment right if a political party did not have a right to endorse MCC candidates.

Comment by Chair Waters: By putting it in the ENC Policies & Procedures, it’s a suggestion... and we have no way of enforcing it.

Comment by Ms. Kehoe: And that the MCC Board is not breaking a First Amendment right...

Comment by Chair Waters: Yes.

Paul Kohlenberger (local resident; former MCC Board Chair): He is attending tonight without a personal agenda. It’s nice to see Kat and say “Hello” to everyone again.

Mike Scott (Vinson Hall resident; member of board of McLean Community Players): He is here with an agenda! His main mission tonight is to listen: there is a gap between the MCC board and McLean Community Players leadership. MCP will have representatives of their board attend future MCC board meetings. Today, MCP finished preparation of news release about the upcoming production: “Carousel” by Rogers and Hammerstein. It’s the most expensive, most difficult show they have ever produced (July – 9 performances). The license fee is astronomical. MCP has received two anonymous donations which are making possible the production. MCP will appear at Community Stage at McLean Day. As a local resident (living at Vinson Hall – greatest concentration of residents in the tax district), he thinks most Vinson Hall residents don’t know what goes on at MCC. Mr. Scott hopes to help spread the word there.

APPROVE MINUTES – DECEMBER 11, 2019 REGULAR MEETING

Chair Waters asked everyone to review Minutes of the Governing Board meeting on December 11, 2019, and raise any questions, concerns or suggested edits. Ms. Herrick moved to approve the Minutes as written; it was seconded.

MOTION: That the Board approve the Minutes of the Governing Board Regular Meeting on December 11, 2019. **Approved unanimously.**

CHAIR’S REPORT / EXECUTIVE COMMITTEE

The Executive Committee did not meet since the December 11 Board meeting. The ‘Standards of Conduct/Conflicts of Interest’ policy was examined in detail by the Executive Committee in August 2019, and subsequently considered and voted on at the October 23, 2019 Regular meeting:

MOTION: That the Governing Board approve the revised “Standards of Conduct” policy as part of the “Policies & Procedures” notebook, with changes that have been noted in the preceding discussion. **2 opposed (Markwart; Mehra). 6 in favor. The motion passed.**

As was already mentioned, there is a final copy (for your information and review) of the Standards of Conduct policy (since edits were made and approved at the December 11 meeting, when it was voted on).

**The .pdf was distributed to board members in advance electronically, and printed copies were provided this evening.*

Chair Waters thanked everyone for their hard work! Being half-way through the board-year at this point, committee chairs are reminded to review respective goals and ask: How are we doing? Determine what action items you want to get going. Before long, it will become time to wind things down. Think about this as you move forward in February.

MCLEAN PROJECT FOR THE ARTS – REPORT **remarks from Lori Carbonneau, Executive Director of MPA:* MPA is very excited about a new opportunity in McLean, for growth in having new spaces committed to arts,

culture and community. This news is first being announced to MCC board tonight; it is not public yet. This is a huge commitment and priority to have ongoing dialogue.

Background: Ms. Carbonneau has been thinking about this topic for a while (with MPA board and with Mr. Sachs). Two years ago, Fairfax County Park Authority approached MPA to inform that Mrs. Liebowitz' estate had been settled (she bequeathed the property at Clemijontri Park). That raised the question of what to do with the rest of the property in order to carry out her wishes: 1. a space that continues to be accessible; 2. committed to community (as Mrs. Liebowitz and her family always had been); 3. potentially brings to life an art passion that Ms. Liebowitz had her entire life.

NOW: the potential for an “arts campus” to be based at Clemijontri Park (property = 18 acres). Lost in the trees is a 1914 colonial-style home. Original footprint is 4,000 sq. ft. center hall colonial house+ six acres of land. MPA Board and staff thought about what might be possible. On 1/21/20, they presented to Supervisor Foust, who affirmed his interest in this project. The 1914 house in its construction isn't acceptable for assembly use (suitable for admin. offices only). MPA envisions building: 1. one or two galleries on east side of the house; 2. classrooms and studios on west side of the house.

As shareholders and partners, Ms. Carbonneau assured MCC board of the following:

MPA plans to and always will work with MCC on how to best use the Emerson Gallery and DuVal Studio (on-site at MCC Ingleside facility). **Current thoughts:** even if MPA were to have new studios at Clemijontri arts campus, they would be able to use Emerson Gallery to build-out the ArtReach program that brings in Title I students + members of public and private senior communities and individuals with intellectual and physical disabilities. MPA would also use that space in partnership with George Mason Univ. and Marymount Univ. in curatorial graduate programs (as graduate-level teaching spaces). Emerson Gallery would continue to feature McLean Art Society exhibitions every year. DuVal Studio is an amazing space for teaching (excellent light; flexibility; high ceilings; storage room) which is perfect for live drawing and painting. **Studios at Clemijontri would offer what MPA's current space doesn't have – potter's wheels; kilns; woodworking; printing presses (and other heavy equipment-based instruction).**

MPA is early in the process. The next big date is Fairfax County Park Authority hosting an 'open house' to bring the public in and get feedback. **Open house with FCPA –February 24 at 6:30 p.m. at MCC**

MPA has worked with Evermay (nearby residential neighborhood adjacent to Clemijontri Park). Those residents viewed early drawings of the project because their input is critical. Mr. Kohlenberger (as former MCC Board Chair) and Mr. Sachs have reviewed the proposal. Now it is 'public' and is being shared with MCC Board. Ms. Carbonneau first shared the news with Board Chair Waters this week. MPA appreciates the confidentiality that has been supportive to this process.

Thoughts and feedback from MCC Board:

Question: Is this something that would be publicly-funded? Would Supervisor Foust get Fairfax Co. funding?

It would be publicly supported in the nature of the lease with Fairfax Co. Park Authority – it would be considered as a 'neighborhood cultural asset' (long lease terms; affordable). There is no RFP yet for architect or engineers; so the project hasn't yet been fully priced. MPA has a tiny staff; the next step is doing good work on design. It's still unknown how much it will cost. The assumption is that it will be privately-funded; but MPA will welcome Fairfax Co. dollars, if available. MPA will apply for relevant grants. Operating costs and revenues for the new arts campus would be MPA responsibilities (similar to all activities at MCC building).

Question: With your limited current personnel, how would you staff MPA galleries in two places?

MPA will have to hire more people (additional FTE's). Compass (non-profit consultant) is helping MPA develop the business model and thinking through how it's going to look (ceramic studio vs. continuing existing teaching partnerships). There are many ways to use those new spaces; but the MPA staffing must grow.

Summary remarks by Ms. Carbonneau:

1. Reaffirmation and commitment to all hopes and dreams of MPA's ongoing partnership with MCC. With all these community assets, they are excited about how the partnership could further grow based on this new potential: What would summer camps look like? How might Camp McLean change? What other creative new programming could be offered (working with Mr. McGovern and Ms. Shea)?
2. At least one year of public compliance steps must be accomplished. Many complicated factors will be required in the county processes, such as special exception from zoning; 2232 from Virginia state govt.; master plan (conceptual). There is a lot of work yet to do.
3. MPA respectfully acknowledges that the nature of the current MOU (MPA/MCC Management Agreement) will change significantly based on this new venture. MPA feels it makes sense to get further down the road in the development process before opening up the effort to revisiting the MOU. MPA has come to a good equilibrium in how they work with MCC staff; they would like to keep the equilibrium that exists now. Both MPA board and MCC board are aware that the MOU is extremely outdated (over 17 years old). Given the current complexity, it is difficult for Ms. Carbonneau to respond to any questions on updating the MOU. For now, the focus is on continued daily operations + growth.

Summary by Chair Waters: She thanked Ms. Carbonneau for presenting the information. This is not the MCC Board's only chance to hear about the project; the board may continue to ask questions about it. Ms. Carbonneau will be glad to attend future MCC Board meetings to provide updates.

NEXT MONTH = joint meeting of MPA and MCC Boards Wednesday, February 26 6:30 p.m.

EXECUTIVE DIRECTOR'S REPORT

*A printed report from Mr. Sachs was included in the packet. In Mr. Sachs' absence, Mr. Karra gave summary remarks. Andrew Jennings's former position began being advertised on January 18, followed by interviews of applicants. Kyle Corwin was welcomed to our PIO staff; he will focus on social media connections. Gingerbread House workshop in December was a success – 40 families signed-up! It was great fun and exceeded expectations – “We'll be back next year!” Comments about the experience of the holiday-themed “Frosty” performance highlighted the public's gratitude for smooth ties between the show itself and Alden Theatre staff at Will Call window. Though it was an error by the customer, the staff remedied the issue quickly and professionally. This was great customer service by Alden Theatre staff! Unruly Theatre Project received 2020 VivaExtraordinaire Teen Award and were featured in an article in *Viva Tysons* magazine!*

Garage Sale UPDATE (April 18): The local parking garage (previous location) is not available because it will be under construction. Other venues considered in the past have not been successful.

Options: 1. CANCEL the event? 2. Hold it on parking lot of MCC as an outdoor event that would be cancelled in the event of rain. Holding it indoors at MCC is not feasible.

Question by ENC Chair Plerhoples: ENC is looking for an event to do Meet-the-Candidates event (piggy-back) – in which more people will show up to meet the candidates. That would be a great opportunity to have that event with Friends of MCC (April 18). It would make sense then, to have the Garage Sale at MCC (outside) and inside, hold the Meet-the-Candidates (for one hour during the time of the Garage Sale event). Then you will have more people at the Community Center. We would have signage directing people inside to meet the candidates.

Question: Maybe we could have tents if it rains – is that feasible? Or is it too expensive and not feasible?

We have considered tents, but that raises the question of how many can fit? Mr. Karra will pass along the idea– but there is some hesitation about it: tents could end up being in the way with the amount of people trying to gather in that space.

Question: How about a rain date (alternate: the next day, on a Sunday). We could do it since it's at the MCC parking lot. We would have to inform all the participants about a rainy weather proviso. Other ideas are being considered, such as bringing in a shredding service and a recycling vendor as an added feature to the event.

Financial stewardship: Final numbers for the total renovation project have been signed-off and are in the process of being verified. Mr. Karra will get confirmation from the county and should have the report to share by mid-February. 3Q Review is due to Fairfax Co. on Feb. 7 (projections for remaining FY20). Mr. Karra doesn't anticipate any excessive expenses – everything is pretty much in line. Real Estate taxes are already collected. Other revenues are where some questions may come up (as is normally true). We should be able to meet our FY20 budget. Expenses = we are constantly trying to control.

Question: So, you are saying that real estate taxes came in in line with the budget?

Correct. We were about \$100K shy (based on two years ago predictions); but because of the tax structure and appraisals, we have collected real estate tax revenues in-line with the budget.

PROGRAMS & OUTREACH COMMITTEE

January 9 meeting: the use of “dial-in” capability for the upcoming Public Hearing on FY22 Programs on March 25 was considered. People who choose not to attend in person will be able to call-in and ask questions through GoToMeeting website. Remote participants can listen, ask live questions and make comments about what's going on in the meeting. Community Stage at McLean Day – community groups will perform, which is a way to showcase local talent. This will hopefully draw more attention to the stage (larger audience of parents, friends). Programs and events so far this year were discussed; and the finances were reviewed.

Upcoming events at MCC were discussed and everyone was encouraged to support those events by telling folks on social media, and also by attending. MLK Celebration – to promote this event, PIO has reached out to several churches, synagogues, and community groups via a special invitation letter. It is being well-promoted through social media and face-to-face conversations. If board members can't attend, consider giving your comp tickets to someone who would enjoy the performance. Public Education on Sustainability: The committee talked about coinciding with Earth Day 2020 – programs to be offered at MCC in the future about what we can do as citizens to help with sustainability and knowing more about that.

Downtown McLean – new information was received by Programs & Outreach Committee that there is a new space for public art in downtown McLean. Ideas for painting benches...decorating that area... or partnering with MPA and Supervisor Foust's office were discussed. Lori Carbonneau (MPA) explained that this space is privately-owned; but it was built-out at the time with an expectation of having public art placed there in the future. Whatever substructure that is required to be underground has already been prepared, to anticipate a sculpture. ArtsFairfax (Lisa Marion; Ken Jorgan) and MPA have been involved in this conversation, as has Supervisor Foust's task force, about how to all work together to place art in this space.

Rental Rates for the Scene Shop (Alden Theatre) - The fact that rental rates for the Scene Shop had not been raised in several years was the focus of discussion. A proposal was given by Ms. Schallern Treff to raise the rates appropriately. The following motion was unanimously approved by Programs & Outreach Committee; it is being brought before the Board this evening for a vote. Ms. Megan Markwart read aloud the motion and moved to call for a vote; it was seconded.

MOTION: For FY21 (starting 7/1/20), Alden Theatre Scene Shop raises the rate for Category 5 groups to \$20 per hour; and for FY22 (starting on 7/1/21) raises the rate to \$25 per hour. For the other categories, use of Alden Theatre Scene Shop is \$40 per hour in FY21; and for FY22 (beginning on 7/1/21) that rate is raised to \$50 per hour.

Unanimously approved.

Summary: It was \$15.00 per hour for all categories; now we are making tiered rates. Even so, it is still lower than other comparable rates in the area. (This point was fully enumerated in the Programs & Outreach Committee meeting Minutes of January 14, 2020).

Question: Just to clarify... so this is purely covering MCC's expenses for the people who oversee Alden Theatre Scene Shop?

Clarification by Mr. Karra: This is just the rate to 'rent the Scene Shop.' It will not cover total costs – only a portion of the actual expenses of using the Scene Shop. It has been so long that we decided it's probably a good idea to go ahead and do the increase now.

Question: The Programs Minutes of Jan. 14 states that "...MCC hires non-salaried over-hire technicians occasionally to oversee use of the Scene Shop, and the current rental fees are not covering such expenses." So, we are voting on rental rate increases - yet the increase to \$25 per hour is still not enough to cover everything?!?

Clarification by Mr. Karra: This increase 'subsidizes' what the Scene Shop is actually expending – that's all.

Question: So where should the rate be if it were going to totally cover? Staff estimate is about \$50 per hour or such.

Question: It seems like after eons, we are finally starting down the path of increasing; and it will increase once we catch-up.

Clarification by Chair Waters: But it's probably not the goal to "catch up."

Clarification by Mr. Karra: That is exactly the point. OFC also has the same issue in registration: MCC is much lower-priced than every other local entity because we subsidize everything. **That's what MCC is meant for.** It's the same process here: through the hourly rate for Category 5, we are 'subsidizing' use of Alden Theatre Scene Shop. **The actual expenses MCC pays out for the overall usage are much higher. MCC will never expect to recover all the costs.**

CAPITAL FACILITIES COMMITTEE

CFC did not meet last month; the meeting in September dealt with sustainability and potential ideas for MCC. The goal was to align the upcoming February meeting to follow-up on sustainability; however, direct connection with the Fairfax Co. sustainability leader has not yet happened.

NEXT MEETING: Thursday, February 6 at 6:30 p.m. McLean Room

One of the topics will be the CIP plan. If you have ideas for projects that should be put into the Capital Improvement Plan, we are trying to brainstorm those early – to prioritize and get a chosen few costed in time for the next budget meeting. Please inform Lissy if you have ideas, so we can develop a list for the future.

FINANCE COMMITTEE

Finance Committee didn't meet last month. We expect to get updated numbers from Fairfax Co. in mid-February; so there will be no Finance Committee meeting on February 6 (it has been cancelled).

NEXT MEETING: Thursday, March 5 at 6:30 p.m.

ELECTIONS & NOMINATIONS COMMITTEE

The ENC is meeting monthly now that the process of the Governing Board election has begun. Candidate packets are available now (as of Tues., January 21). Chair Plerhoples met with Mr. Sachs and Ms. Novak to inspect each printed piece to make sure everything was accurate and user-friendly.

The ENC Policies & Procedures document was reviewed and updated at the January 14 meeting. Mr. Sachs sent to Ms. Novak some mark-up notes on the document. All those changes were logistical (times; dates of the election process.) The ENC approved those changes summarily.

The change you might be interested in is G. (campaigning): Per our discussions about campaigning and what we feel candidates should be doing – we felt that this was the place to note that. We added 5.; it is completely new = election process has been non-partisan historically and that candidates are discouraged from seeking

endorsements from political parties. We thought that keeping it narrow to “political parties” was appropriate. Also, just using the term ‘...discouraged.’ But otherwise, that’s the extent of the substantive changes.

Question: I think I read that you extended the dates for the candidates to campaign?

Clarification by Chair Plerhoples: That was not set in the last ENC meeting; that was set a couple of meetings ago. In the document it says “...at least 30 days” – but it’s always been more than 30 days. Last year there was not enough time for MCC staff to complete all the tasks of validating every candidate’s signatures, producing publicity photos and candidate statements. So, we added a couple of weekdays (Monday + Tuesday) for all this necessary internal staff work to be completed before campaigning begins.

**Chair Plerhoples prepared the final document for consideration by the entire Board at tonight’s meeting (reflecting all edits requested during ENC discussion on 1/14/20).*

MOTION: To approve the ENC Policies & Procedures as they are written. **Unanimously approved.**

Public Interest cards – are now available to hand out as recruitment tools in conversations with local residents. Please give to folks who may be interested in serving on the board. Ms. Plerhoples thanked Ms. Novak for her efforts in getting these cards designed and produced.

Meet the Candidates reception with Friends of MCC:

There has been some thought in hopefully working with Friends of MCC to host the same Meet-the-Candidates reception, but to modify by doing it at a time where there will be more foot traffic at MCC and more people attending. It has been held at OFC in the past; last year was on a Sunday afternoon in April. ENC wishes to hold it at a time when there is a concurrent event at MCC – where people can pop-in.

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1. One thought was to have it when MPA has the exhibit of high school student art (lots of parents come to MCC). It wouldn’t be upstairs in Emerson Gallery; Meet-the-Candidates would be in a side room (or in the lobby) with signage directing people to come in and meet the candidates. We will find out when the exact date of the McLean/Langley respective high school art exhibits will be happening.
 2. Tonight, in hearing about the Garage Sale maybe being held on-site, that would be another good option to target the public: people who are actively using the McLean Community Center and may be invested in wanting to know the candidates and vote for them. If it’s a sunny day, we will have a lot of people at the Garage Sale! But if it is cancelled due to rain, that would be a downfall.
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We will keep exploring it; Chair Plerhoples looks forward to working with Ms. Herrick as liaison to Friends.

Comment by Ms. Herrick: Her guess is that Friends will not be interested in this different format – because they’ve talked about things like this in the past. She will bring it up in February when Friends of MCC meets. What you are proposing would be in lieu of what Friends already does; it would not be the same as what we had last year, correct?

Clarification by Chair Plerhoples: The idea is to hold it at the same time as another large-scale event so that we can shepherd people in and get a little more foot traffic. It would be the same great occasion with the same excellent food... but on a DATE and TIME that makes sense. *Opinions expressed:* Last year, it was only the candidates’ immediate families who attended (also true the previous year and the year before). **We would like to engage the community more, which Friends of MCC should be happy about - to get more people attending.** The Meet-the-Candidates occasion is not being changed; it’s just optimizing so that more people will attend, including more Friends of MCC members if they are coming to the Garage Sale anyway.

Question: The reception would be different if it is a ‘come-and-go’ situation with the public coming in randomly... vs. a definite start time with each candidate giving a statement. Do you still want candidates to speak, or is it just shaking hands with people as they wander in? No - it will still be a designated amount of time when the people can come in.

Question: But how will the format be? The way it was designed before, people came and stayed the whole time. The candidates each spoke in turn, at a designated time.

We can have some signage: “Candidates will speak from 12:00 to 12:30 p.m.” and from 12:30 to 1:30 p.m. it’s a ‘mix-and-mingle’ reception with food. That way, people could make the choice to come to hear the speeches... *OR...* they could just wander in at their own pace to meet candidates.

Summary by Chair Waters: It’s good to anticipate questions that Friends of MCC will have, which are valid.

Video (produced by Megan Markwart) targeted to youth candidates:

It was shown on the TV monitor; everyone loved it and applauded!

ACTION ITEM: In addition to the schools, maybe we can also have the video running on the video screens at MCC!

Distribution: the video will be shown during daily morning announcements at Langley H.S. Xavier Jimenez will take the lead in getting it similarly shown in daily announcements at McLean H.S.

Question from ENC Chair Plerhoples: Is there any thought to get it to the private schools?

ACTION ITEM: Megan Markwart will inquire among her friends who attend private schools to find out if they have video morning announcements.

Question: Have we ever had any youth candidates or youth board members from private schools?

Yes. Two or three candidates last year were from private schools (though they dropped out later). In the past, youth members from private schools have indeed been elected to the board.

Question: Is there a clause that states that they must only be from the two school districts of Langley H.S. and McLean H.S.?

Yes – the requirement is that youth must reside in those school district boundaries – NOT actually being a student at those schools. Home-schooled candidates are fine – as long as they live within the boundaries of either Langley H.S. or McLean H.S.

ACTION ITEM: We will make sure that the new social media staff person will put it out on Facebook and other appropriate social media platforms.

Megan Markwart was thanked by everyone for doing such an excellent job!

LIAISON TO FRIENDS OF MCC

Ms. Herrick will query Friends about the Meet-the-Candidates ideas at their upcoming meeting on February 8.

OLD / NEW BUSINESS

Nothing else was mentioned as a topic for discussion this evening.

ADJOURNMENT

There being no further business, Chair Waters adjourned the meeting at 8:30 p.m.

Respectfully Submitted, Holly Novak - Executive Assistant to the Governing Board