



**2020-2021 MCC Governing Board
Regular Meeting**

October 28, 2020 *virtual

ZOOM meeting ID: 931 6847 8290 Password: 814167

MINUTES

- Board Members Present:** Raj Mehra; Terri Markwart; Maria Foderaro-Guertin; Suzanne Le Menestrel; Carole Herrick; Ivy Chen; Tyler Jensen; Barbara Zamora-Appel; Bill Glikbarg; Carla Post
- Board Members Absent:** Melanie Sletten
- MCC Staff Present:** George Sachs, Executive Director; Ashok Karra, Comptroller; Mike Fisher; Sarah Schallern Treff; Jennifer Garrett; Sabrina Anwah
- Guests:** Lori Carbonneau - MPA; Camila Alfonzo Meza – Supervisor Foust’s office; Jen Wormser – MPA; Vernon Miles – *Tysons Reporter* (media)

CONVENE MEETING

The following motion by Chair Le Menestrel was spoken aloud to duly convene this meeting electronically:

Motion for Electronic Meeting

On 14 April 2020, the Board of Supervisors of Fairfax County issued an emergency ordinance pursuant to VA Code Section 15.2-1413. The ordinance permits county boards, including this board, to conduct fully remote meetings in order to continue the organization's essential services, so long as the following conditions are met:

- (1) adequate notice is provided to the public and county; (2) the public is given a means to access the remote meeting; and
- (3) the purpose for the meeting is given in that notice, and that purpose serves to continue our essential services.

I believe those requirements have been satisfied. I therefore move that this board approve that the proposed agenda items are necessary to assure continuity of MCC's services, and that we are unable to meet in person per usual procedures due to the continuing state of emergency.

This meeting of the Governing Board of McLean Community Center was thus convened on October 28, 2020 at 7:31 p.m. using ZOOM meeting technology, which enabled Board members, MCC staff, and the public to participate virtually.

ADOPT AGENDA

Chair Le Menestrel opened the floor for any requested changes to the proposed Agenda. No changes were requested and the Agenda was adopted by acclamation.

PUBLIC COMMENT

Camila Alfonzo Meza: On November 7, a virtual CBC open house about the Downtown Development plan will be an opportunity for the public to participate and give comments. Information on is on Supervisor Foust’s webpage and is also communicated in his e-newsletters. More information will be shared closer to the date.

There were no other public comments.

APPROVE MINUTES: SEPTEMBER 23, 2020 PUBLIC HEARING ON FY22 BUDGET & REGULAR MEETING

Minutes of the Public Hearing on FY22 Budget and Regular Meeting, held virtually on September 23, 2020, were distributed in advance for review. No changes were requested; the document was accepted as written.

MOTION: To approve Minutes of the Public Hearing on FY22 Budget and Regular Meeting, which was duly convened virtually on September 23, 2020, using ZOOM Meeting technology.

Unanimously approved.

FY22 BUDGET PROPOSAL

Treasurer Zamora-Appel stated that the FY22 Budget proposal had been thoroughly reviewed in multiple Finance Committee meetings and by the full board. All questions by board members were thoroughly addressed. Throughout the discussions, Comptroller Karra provided thorough clarification of what each line item (G/L) meant. The “Fund” statement was thoroughly reviewed in the last Finance Committee meeting on Oct. 20: explanation of \$1M Contingency Reserve as now being shown (to cover MCC operations in the event of an emergency), with the remainder being held in “Capital Equipment Reserve.” This two-part delineation is practical – assuring that MCC Operations can be maintained, while assigning targeted monies to support planned capital expenses determined by the Governing Board and MCC staff. This new way of displaying annual financial information will enhance the public’s understanding of MCC’s budgeting process, year-over-year. It demonstrates MCC’s commitment to fiscal controls for transparency and accountability.

The FY22 Budget proposal was presented at a Public Hearing conducted virtually on September 23, 2020, as an opportunity for taxpayers (Small District 1A-Dranesville) to weigh-in on MCC’s proposed priorities for funding. No public comments were given at that meeting; and no written comments have been received in the weeks since. Comptroller Karra is ready to send the FY22 Budget proposal to Fairfax County Office of Management and Budget, pending an affirmative vote in this meeting. Hearing no further questions about the FY22 Budget Proposal, Treasurer Zamora-Appel called for the vote:

MOTION: That the Governing Board approve the draft MCC FY22 Budget Proposal, as presented at the Public Hearing on September 23, 2020, and direct staff to submit this Board-approved FY22 Budget Proposal to Fairfax County on or before October 31, 2020.

Unanimously approved.

CHAIR’S REPORT

Executive Director search process:

**Executive director job description and Standard Operating Procedures for Announcing County Merit Positions were distributed in advance.* Chair Le Menestrel explained the upcoming hiring process for the Executive Director position. Executive Director Sachs plans to retire in May 2021. The decision about choosing his replacement allows significant opportunity for the 2020-2021 Governing Board to be involved in designing hiring criteria, conducting interview conversations with qualified applicants, and proceeding forward on an offer to an ideal candidate. Anne McAfee (MCC staff) will serve as a resource to the board regarding Fairfax County HR guidelines for executive positions. Vice-Chair Post and Chair Le Menestrel recently met with Ms. McAfee and Mr. Sachs to review the many procedures. It is complicated!

A few things will impact the entire Board:

1. MCC Governing Board Executive Committee (Chair; Vice-Chair; Treasurer; Secretary) will work with Mr. Sachs to sort through all incoming applications (there will possibly be many applicants). Executive Committee will do the initial screening and narrow-down the pool to do an initial set of interviews.

IMPORTANT NOTE: If we, as Board members, are all participating in the interview process, then we are all required to complete the “Interviewing Essentials for Panel Members” class (which is required by Fairfax County).

ACTION ITEM: Ms. McAfee and Mr. Sachs and George will research how the board can take this required class. We will notify everyone with the information once that is arranged.

The job will be posted in early January 2021. All Board members are encouraged to share the job posting broadly with their professional and personal networks and online platforms. It will be heavily-marketed within Fairfax County Parks & Recreation. It is also suggested to reach out to performing arts organizations and other professional associations that would attract people who have the necessary experience and expertise for this position.

2. Executive Committee will narrow down the candidates to three finalists. At that point, we would like the entire board as well as senior management staff (that Mr. Sachs will select) to participate in the process. The meetings with the three finalist candidates will be closed, “executive session” meetings.

IMPORTANT NOTE: If you miss any of the three interviews, all your feedback for all interviewees is disqualified and discounted. Therefore, it's extremely important that everyone attend these meetings with the three finalist candidates. We will try to schedule at a time when everyone can participate (realizing that MCC Board has youth members in school & professionals who work on weekdays). Perhaps these finalist interviews will be conducted on a weekend or early evening. We will make sure to schedule so that everyone can participate. This is critical: if you want your feedback counted, you must participate in all three final candidate interviews.

3. GOAL: to have the selected new Executive Director on-board in early spring so that Mr. Sachs can work with the new person before he retires at end of May.

Chair Le Menestrel asked if there were any questions about this upcoming process...

***Board input into designing the job description & marketing communication about the open position**

Question: Will the board have any input into the job description? Some things need to be clarified in the announcement. Will the board have such input? Can the board members submit changes to it?

Clarification by Mr. Sachs: The job description is set. However, the announcement and communication of it can be worded according to information and interests that the board would like to see in the candidates. We are open to suggestions.

Question: For example, it says, "...this position will require occasional evening, holiday and weekend work..." Yet it is clearly more than that - this person must be found around town at all meetings of local community groups and literally have a presence everywhere. Mr. Sachs knows people in the community and has relationships – that is what makes him so effective. That is a huge asset for MCC and we thank Mr. Sachs for putting in these hours on evenings, weekends and holidays - and for his presence and strength in this way!

Clarification by Mr. Sachs: That's part of the institutional knowledge that I want to convey, to make this transition work.

ACTION ITEM: The Board will e-mail their suggestions to Mr. Sachs (preferably before end of December).

Public announcement about the job opening will go out in first week of January 2021.

Any suggestions from the Board for how to advertise and market the job opening will be welcome.

Goal is to get highly-qualified candidates, particularly in the arts community and other professional associations that would be relevant for this role.

***timing of when Executive Director job opening will be posted:**

Chair Le Menestrel clarified: In January 2021 the job description can be shared. But you can begin thinking now about suggestions to where the job description should be marketed. Also, get ready for February 2021 to involve spending time in the interview process. 1. Fairfax County has a standard form to be completed with our feedback about each candidate-being as detailed and thoughtful as possible about the feedback. 2. There will be a process to collect questions from the board to be asked of each candidate (all candidates receive the same exact packet and questions). Start thinking about those questions you want to ask; we will collate them to ensure having everyone's input.

Clarification by Mr. Sachs: A reminder about confidentiality: Whenever there is discussion among board members, as a "public meeting" it would have to transition immediately into "Executive Session" to conduct any kind of personnel matters. There is to be NO discussion of known applicants...nor names of people; it is not public.

***ethics protocol of board member conduct during this search process**

Question: Will the board receive further guidance, for example: If someone says something to us (such as an elected official; or a local business owner – or someone trying to 'grease the wheels'). Are there any ethics rules or guidelines that board members should adhere to? Perhaps some people may try to exert "influence."

Clarification by Mr. Sachs: Everyone on the board will have to sign a Confidentiality Statement regarding the hiring process in Fairfax County, which says: This is not to be discussed outside at any time. If you receive a phone call... or if someone is asking you to give a personal referral for the position... you cannot discuss it.

1. Ethically, that is why the county will do the receiving of all applications (for processing). Fairfax Co. HR goes through every application submitted for qualifications >> according to a selection of 'preferred qualifications' that MCC will have submitted. It is subjective from the county's perspective (application filed correctly; preferred qualifications screening).



2. The resulting qualified applications are turned over to the initial panel (MCC Governing Board Executive Committee) for ‘weeding-down’ to Top Candidates.

3. Interview rule/guideline: We must interview 50% + 1 of the Top applicants. OFC manager position just recently had 90 applications. Fairfax Co. has sent us 43 applicants to now go through and decide down to the best Top 10 – we are required to interview 50% + 1 (6 people out of those 10). It will involve a similar process for the Executive Director position.

Board Development: Chair Le Menestrel recommends setting aside a special segment of all future board meetings for “board development.” She welcomes suggestions for topics that will help inform the board’s strategic and forward-looking thinking... this could include hearing from local community partners (PTA presidents; MCA; FCPS). We can invite Supervisor Foust to discuss plans for Downtown McLean comprehensive plan. The benefit of these instructional, contextual points is an opportunity for board members to gain a broader understanding and grow in their personal development while serving on the Governing Board. It will help us feel connected to the community and hearing from stakeholder groups.

ACTION ITEM: E-mail Chair Le Menestrel with any suggestions about possible “Board Development” topics.

Downtown McLean future development plan: Chair Le Menestrel recommends for all board members to sign-up for the virtual meeting on Saturday, Nov. 7 (9 a.m. to 11 a.m.) about the final plan for downtown McLean (view videos on website). This is the final opportunity for public comment about the vision for the next 20 years and how it may impact MCC. MCC Governing Board’s role is to think of the future and how to best meet the needs of the community given that the downtown area will look much different in the next 10-15 years.

ACTION ITEM: Board members will look at the videos and log-in to this meeting. Sat. Nov. 7 9 – 11 a.m.

All Board members are encouraged to sign-up for Supervisor Foust’s weekly e-mail updates.

EXECUTIVE DIRECTOR’S REPORT

Internal Alignment: The elevator is now back in service and working well! Parking lot fence and flower planters at OFC are now in place; plants and seasonal flowers will be installed and it will look lovely! This is part of the overall landscape project at OFC. Job advertisement for OFC Manager has ended; all applications have been received and interviews will start soon. Landscaping at MCC has been neglected since the renovation; not well-maintained as it used to be. This is now being resolved; a service will come in to clean up the mess in various areas around the building exterior (in next 2 weeks).

External Alignment: RENTALS: 4 rentals in September (45 attendees); in October – 7 rentals with 110 attendees.

Question: Are any of those rentals ones for which we made the ‘exception’ (during COVID-19) – for repetitive usage?

No – there have been no such requests for repetitive usage [educational pods]. Users: MCA; McLean Photography Club; VDOT public hearing; SCC; private rental for a baby shower; McLean Newcomers Club.

CLASSES: 40 classes in September (206 participants); October – 39 class offerings; 225 participants.

OFC: House of Terror and Trunk-or-Treat event = 200+ attendees. These events made the front cover of *Sun Gazette!*

Comment by Ms. Markwart: She helped to hand-out candy in the parking lot. Everyone who attended was SO appreciative (Many middle school kids wanted to get dressed up and be with their friends!). In the future, maybe we can partner with Santini’s and McLean Pizza. Kids ALL said the haunted house was amazing!

Clarification by Mr. Sachs: He applauds the creativity of OFC staff and making stuff work in such an effective ‘spooky’ way!

Question: My kids really liked the trunk-or-treat; but they noticed that they didn’t get their temperature checked and were wondering why? Kids are very conscious of it these days. There was a sign about checking temperatures; but it was not checked that night at OFC.

Clarification by Mr. Sachs: Regarding temperature-taking: we do that for MCC programs. But since it was a socially- distant walk-through/in-and-out event, we didn’t take attendees’ temperatures.

Virtual Trivia Night (23 participants) and Virtual BINGO (coming up on Oct 30 – 27 people signed-up):

McLean 5K (virtual): 172 participants (compared to 600 runners held in person). We generated some funds for MCF.

Drive-thru Drama was a sell-out! This is now the final weekend of the third show. It has been fun; response has been enjoyable.

Family Pumpkin Decorating Challenge is still going on (ends Oct. 30) and award prize winners will be selected.



Girls on the Run have registered two full teams (16 per team). They are meeting twice a week – September through Thanksgiving. Overwhelming positive comments from parents, thrilled that their girls are getting outside and exercising!
Fall Scavenger Hunt: 94 teams registered for Scavenger Hunt.

PetFest: 65 households participating in Petfest; continues through Nov. 26.

McLean Uncorked: 63+ registered; it was a fun program that was well-received.

Comment by Ms. Markwart: It was great and former board member Julie Waters was the Moderator! A small group of friends joined for the evening – the wine was reasonably priced. They enjoyed supporting a local business; it was a good learning experience (format was 1 hour- started and ended on time). Ms. Markwart suggests continuing doing more things like that!

Clarification by Mr. Sachs: **We are glad that those who participated wanted more! It was interactive; fun; not time-consuming; very informative. These are important points to take note of, for the future.**

Question: Can you develop a report on the events (registration numbers) comparing “virtual” vs. in-person.

ACTION ITEM: Mr. Sachs has it; it is a quarterly and I will forward it on to everyone.

Financial Stewardship: The Fund statement now has a simpler breakdown: narrowed down to two line items: 1. Capital Project Reserve + 2. Operating Contingency Reserve. FY22 budget will be submitted to the county on Friday, Oct. 20.

MPA REPORT – ARTFEST2020

Lori Carbonneau, Executive Director of MPA, presented a summary about ArtFest2020 event, which was virtual. A full written report about ArtFest2020 was distributed in advance of this meeting.

Chair Le Menestrel congratulated Lori Carbonneau on the beautiful program... the live concert... and the virtual concert! Ms. Carbonneau thanked the Board: recalling the conversations in April/May about the ambiguity and what MPA was going to do. She is grateful for the early decision to go virtual. Jen Wormser’s leadership as Director of MPA ArtFest for the last several years has been fantastic! Her professional resilience and leadership to create it virtually has been wonderful. Jen’s professional background in advertising and account management helped achieve the kind of reach MPA was able to have.

Other aspects of MPA: **Bringing people into MCC – this is an important priority.** Mr. Sachs and Mr. McGovern have been effective in partnering to make sure that MPA can do such things in a safe way. Emerson Gallery has a new sculpture exhibit (for viewing by advance registration). An artist talk going on tonight; current modality is: 1. in-person installation; 2. virtual openings; 3. virtual artist talks. On Tuesdays, Thurs., Saturdays: small groups of 6 people can come in to view the exhibit: Washington Sculptors Group (broadly Washington-DC based). It is an honor to have been selected for the second time to host their annual show: 60 pieces on exhibit. It’s remarkable that all attendee numbers are staying high: a ‘normal’ amount of people (or more!) are enrolled in in-person and online courses. Next exhibition opens on Dec. 4 – February 20. ArtReach (gallery-based experience of professional exhibitions) is participating virtually. MPA’s exhibits are now videographed. MPA believes the arts is the centerpiece... and the quality is only possible when surrounded by the community. Being part of the community includes the outreach priority. Community outreach has grown by nearly 500% during COVID-19, because of the entrepreneurialism of Ms. Sharon Fishel. Seniors and communities of special needs are generally home-bound and they are excited to have engagement in the arts.

MPA art classes this Fall (some in studio/some online); they are filled.

ArtFest2020 was a walk into the unknown! Strong Industries created a robust online ‘festival’ experience. Primary modality was to create an individual studio for each of 52 participating artists (replicating the artist ‘tent’ experience). Enter a studio... see their work as if hanging on the wall (with silhouettes of people so you could appreciate the actual scale of the piece). The order of the artists presented was varied when you entered a gallery each time: (abstract/representational /jewelry/photography). Third innovation was Children’s ArtWalk: 125 students participating from 14 schools. Summer camp art was also represented. Strong Industries lead designers on the project are both artists; both felt called to do this work. One principal hand-drew frames for each piece of the children’s art work! The Children’s ArtWalk was rotated each time someone accessed the virtual gallery: all were equally viewed and equally accessible.



Benefit concert (two sold-out shows): MPA thanks George Sachs for helping that event to be fantastic! Art + music is the goal; but doing it in-person was a challenge. Thank you to Ms. Markwart for advocating for this in-person event. FCPA helpfully provided the showmobile; they said it was a success (it was first time it had been used during COVID-19). Now FCPA is willing to use the showmobile again, since it was successful.

RESULTS: In the past, if MPA ArtFest is considered ‘great’ it had 7,000 attendees (3,500 to 10K – based on weather and other factors). This year, there were 5,500 online site visits; 38K+ pageviews; the ratio suggests that people really spent time on the site! 52 artists; 1/3 were from Dranesville district. MPA is receiving thank you notes from the artists for the highly-publicized e-commerce opportunity for their artwork! 125+ participants in Children’s ArtWalk. The virtual format lent itself for a two-week format: 19 virtual events; 2 in-person concerts; gallery tours; artist talks; daily lunchtime and 8 p.m. interviews of 49 of the 52 artists with members of the MPA board (1,800 attendees). Collectively, it was the second highest-attended ArtFest in the event history; 248,000 social media impressions! We generated 1.22M ArtFest ad impressions. These are very good results! **From the technical/tactical perspective, MPA has solidly represented MCC’s partnership and sponsorship in all community materials, signage, website, advertising. The presence at MCC brought in-person awareness. MPA is very appreciative of ALL that MCC did! MCC’s support financially was critical.** There was one new corporate sponsor (The Mather); one returning corporate sponsor (Diedre Maull Orthodontics) – otherwise, money was off by 95% in sponsorships. This event would not have happened without MCC’s support. It was a very successful event and a real ‘win’ for McLean (publicity and tactical accomplishments of individual artists, and MPA as a whole). *Comment from Jen Wormer:* Thanks to everyone for the support of MCC!

Question: ArtFest2020 was awesome! I’m curious: Did the artists sell a lot?

They didn’t sell a lot – but they sold plenty (adequate amount). Jen Wormser is leading an after-action survey. Several artists have decided to keep some high price-point items (it adds a ‘prestige’ factor and branding). But items of \$750 and below and \$250 and below sold more. MPA is doing a survey of pricing. There was a lot of expensive art!

Question: When we first talked about the MOU it was mentioned that this would be a platform available to MCC for use, going forward.

Clarification by Ms. Carbonneau: Ms. Carbonneau spent some time talking with Bill Glikbarg afterwards about this. The platform is built. MPA’s marginal costs of uploading 500+ images almost equaled MCC’s fixed-cost investment. While the platform is available and built, there would be expenses for MCC in how to upload and manage the process for a new event. Strong Industries is aware of this interest and they would be delighted to work with MCC (generally, it would be on the ‘marginal’ cost basis – not at the fixed-cost ‘construction’ basis). Ms. Carbonneau asked Strong Industries to do a tally of their actual hours: their in-kind contribution was 85% of total costs (\$180K was their total cost to develop the site; MPA paid another \$16K in marginal costs to get it up-loaded). Mr. Sachs and Ms. Nesbitt’s work in bringing some MCC events online may have found other companies who do similar online work – so you would ask them which company is the right source to bring forth what you want to do. MPA will definitely use Strong Industries again. The gallery device set-up is there – but it’s not clear yet how to migrate MCC programs onto it. MCC Governing Board member Bill Glikbarg was helpful in addressing these interests.

Question: It would be cool to have a recycled art show (recycled materials) in tandem with Earth Day. Have you done anything like that?

Clarification by Ms. Carbonneau: We have done a lot of that at ArtFest Children’s Tent. We would love to explore this further.

Question: Will there be any opportunities for outdoor crafts for children, or a weekend event that is low-cost. As we’ve seen with Scavenger Hunt and McLean Uncorked, people are looking for something simple, fun and different to do together, as a family.

Jen Wormser has been working on this (reaching out to organizations). MPA is partnering with Best Buddies at McLean H.S. to have a virtual paint party (with a supply kit - very safely handed-out at McLean H.S.). No in-person events are allowed at this time (FCPS will not allow it – they have very strict rules). But MPA hopes to do a follow-up in spring 2021. Right now, it must be virtual. Hopefully if it is a success, they will do it at Langley H.S. Best Buddies as well. It’s a terrific program and we are excited to do this. They are getting an overwhelming response (50-100 kids).



AD HOC COVID-19 RESPONSE COMMITTEE

Vice-Chair Post explained the accomplishments of this committee which was convened specifically to address pressing matters arising from the public health restrictions of COVID-19. The pandemic has impacted all tax district demographics (youth; seniors; working professionals; school-age children). OFC Learning Connection program didn't get a huge response; but Ms. Foderaro-Guertin's son has now joined as of this week. As parents ponder going back to school in January... and people not knowing their plans... difficulty reaching the schools... since it had a fee, schools were hesitant to send out information about the OFC Learning Connection program. It was saturated through NextDoor, ListServes and extensive efforts to reach out. We'll see how it goes; Mike Fisher will keep the program going with OFC staffing.

ACTION ITEM: If anyone has any other means of communicating with families of school-age children, please do.

Comment from Ms. Foderaro-Guertin: She is very grateful that this option is available. More parents may be noticing their kids getting stressed and overwhelmed (it is only month two of virtual schooling). Many students are now struggling.

Other topics the *Ad hoc* committee had been addressing, now fold into the ongoing focus of the Programs & Outreach Committee. The next objective will be to talk about how to get senior citizens more involved.

PROGRAMS AND OUTREACH COMMITTEE *Chair Foderaro-Guertin mentioned the following highlights.*

Santa in a Snow Globe (Dec. 12) – there is an interest in possibly extending the timeframe because it will be very popular!
Comparative pricing: MCC staff is looking at lowering the cost of MCC programs (and travel excursions): trying to look at competitive pricing about similar types of programming in the local area.

Virtual programming: Congratulations to MCC staff for doing such a great job. It has been very successful!

FCCA has a component of an amphitheater for McLean Central Park as a design component that could have a feature of an ice-skating rink. This is part of the park development bond measure in the Nov. 3 election.

WinterFest event in McLean has officially been cancelled for this year. It was also cancelled last year (due to weather).

FINANCE COMMITTEE *Comments by Treasurer Zamora-Appel.*

We met last week to discuss the Capital Reserve balance and the Fund statement update. MCC collects \$5.8M in revenue - of which \$4.8M comes from property taxes and \$1M comes from MCC programs. It is not very clear to the public what the Capital Reserve balance is, and how that fits in to the overall budget. Mr. Sachs and Mr. Karra are careful to explain everything to the 'Nth degree' if that's what is needed. They are very thorough in preparation of the annual budget. The committee agreed on the following: Operating Contingency fund is going to be increased to \$1M to make sure there is adequate coverage of funding for MCC operations in the event of a catastrophe. This will ensure that MCC is fully able to pay for any unforeseen expenses in an emergency circumstances (it wouldn't have to go through a protracted approval process by the county and could pay for things as needed). And... Capital Project Reserve is preserved. The two categories: [Contingency Reserve; Capital Project Reserve] make it clear to the public.

Regarding spending on big-ticket items and pricing: a board member asked if there is a way to reduce the price? The suggestion is for MCC to issue an Annual Report that will show a graphic/visual breakdown of how monies are being spent. This will allay some concerns that people may have about spending on certain things.

ACTION ITEM: Mr. Sachs will lead that effort with the PIO office – to design a visual representation of MCC's budget as an abbreviated form of 'annual report.'

Travel Excursions: There may be a need to suspend for the future and do a comparison check: seeing if there is a way to reduce the price to be comparable to other nearby similar offerings. However, the trips get sold-out quickly and while expensive, there is always a great demand for these upscale travel excursions.

ACTION ITEM: As to what to do in the future – if people have ideas about what kind of events and offerings to offer at a lower cost, the budget would allow for that to happen if everyone on the board agrees.



CAPITAL FACILITIES COMMITTEE

There was no meeting this past month.

Question from Ms. Carbonneau: Several artists and students have asked about the status of capital maintenance of MCC facilities on ensuring a healthy environment (to be able to offer more in-person activities). As a small non-profit, MPA can sometimes qualify for some in-kind services; several firms have reached out to MPA to offer to make such technologies available.

Comment by Treasurer Zamora-Appel: Yes – that is related to COVID-19 and we have discussed it many times. This topic is part of every meeting the MCC Governing Board has had.

Clarification by Mr. Sachs: The next CFC meeting will address Capital Improvement 5-year plan. Since the renovation is complete, now is the time to generate a farther look at future CIP projects.

ELECTIONS AND NOMINATIONS COMMITTEE

There was no meeting this past month.

OLD / NEW BUSINESS *Such discussion is permitted in the context of COVID-19 emergency.

No other topics were mentioned for discussion this evening.

ADJOURNMENT

There being no further business, Chair Le Menestrel adjourned the meeting at 8:48 p.m.

Respectfully submitted – Holly Novak, Executive Assistant to the Governing Board