



**2022-2023 MCC Governing Board - Final Meeting
First Meeting of 2023-2024 Governing Board
June 7, 2023 6:30 p.m.**

MINUTES

- Board Members present:** *in-person:* Barbara Zamora-Appel; Lisa Mariam; Sarah Tran; Bill Glikbarg; Anna Bartosiewicz; Kristina Groennings; Charlotte Loving; Rasheq Rahman;
- Board Members absent:** Melanie Sletten; Shivani Saboo; Ari Ghasemian
- MCC Staff present:** Betsy May-Salazar, Executive Director; Holly Novak, Executive Assistant; Catherine Nesbitt, Special Events Manager; David Craig, Graphic Designer & Webmaster
- Guests:** Supervisor John Foust; Camila Alfonso-Meza; Kathleen Cooney Porter; Gloria Marrero Chambers; Katie Gorka; Eleanor Ague; Diana Ague; Sophia Bruno; Jim Lawless (Friends of MCC); Ruhana Hafiz; Zafyr Rahman; Suha Rahman; Hung Tran; Jamie Loving; Adelaide Loving; Suzanne Groennings

CONVENE FINAL 2022-2023 MEETING

Chair Zamora-Appel convened the Governing Board of the McLean Community Center for its final meeting on June 7, 2023 at 6:31 p.m. It was open to the public attending in-person and was audio-recorded. No changes were requested to the agenda; it was adopted by acclamation.

APPROVE MINUTES

Minutes of May 24, 2023, Regular Meeting were reviewed. No changes were requested; it was accepted as written.

MOTION: To approve Minutes of May 24, 2023, Regular Meeting

Approved by a vote of eight: Barbara Zamora-Appel, Lisa Mariam, Sarah Tran, Bill Glikbarg, Anna Bartosiewicz, Kristina Groennings; Charlotte Loving, Rasheq Rahman – all voting “AYE.” Melanie Sletten, Ari Ghasemian and Shivani Saboo were absent.

REGOGNITION OF OUTGOING BOARD MEMBERS **remarks by Executive Director Betsy May-Salazar*

The five board members who are rotating off were recognized, having concluded their terms of service as of this evening. We appreciate all they have accomplished during their years of faithful attendance and participation:

Melanie Sletten

2020-2021 = Elections & Nominations Committee; Programs & Outreach Committee

2021-2022 = Capital Facilities Committee; Programs & Outreach Committee

2022-2023 = Finance Committee; Capital Facilities Committee; Programs & Outreach Committee

Bill Glikbarg

2020-2021 = Finance Committee; Capital Facilities Committee

2021-2022 = Finance Committee; 50th Anniversary Committee

2022-2023 = Capital Facilities Committee; 50th Anniversary Committee

Barbara Zamora-Appel

2020-2021 = **Board Treasurer;** Finance Committee; Elections & Nominations Committee;

Ad hoc COVID-19 Response Committee

2021-2022 = **Board Chair;** 50th Anniversary Committee

2022-2023 = **Board Chair;** 50th Anniversary Committee



Charlotte Loving – youth representing Langley High School

2022-2023 = **co-ordinator of Youth Ambassador program**; Finance Committee; Programs & Outreach Committee

Sarah Tran – youth representing McLean High School

2022-2023 = **co-ordinator of Youth Ambassador program**; Elections & Nominations Committee; Finance Committee
The Governing Board and MCC staff also recognize and congratulate Sarah on her recent graduation!

A gift (engraved pewter cup) was presented to each, acknowledging their significant commitment of time and energy to business matters of McLean Community Center governance. A special gift was also presented to Ms. Zamora-Appel in recognition of her efforts as 2022-2023 Governing Board Chair. We appreciate each board member’s unique contributions!

ADJOURNMENT OF FINAL 2022-2023 MEETING

Chair Zamora-Appel gave congratulatory remarks about the board members concluding their terms of service: We have done a tremendous job with everything at MCC and we have a great Executive Director because of all of you! With a MOTION to adjourn affirmed, Chair Zamora-Appel thanked everyone and adjourned the final meeting of 2022-2023 Governing Board at 6:35 p.m.

INTRODUCING SUPERVISOR JOHN FOUST **remarks by Executive Director May-Salazar*

Executive Director May-Salazar welcomed and introduced three newly-elected adult board members: Gloria Marrero Chambers, Katie Gorke, Kathleen Cooney Porter, and two newly-elected youth board members: Eleanor Ague, Sophia Bruno. She also welcomed family and friends who were present to support and enjoy this happy occasion! Executive Director May-Salazar then had the honor of introducing Supervisor John Foust to conduct the Pledge ceremony:

Supervisor Foust is currently serving his last year of his fourth and final term on the Fairfax County Board of Supervisors where he represents the Dranesville District. He is chairman of the BOS Housing Committee; its Economic Advisory Commission; and he is Vice-Chairman of the BOS Health & Human Services Committee. John also represents Fairfax County on several regional boards and commissions, including the Northern Virginia Transportation Committee. He is an avid supporter and advocate of the McLean Community Center, and we greatly appreciate his support over his many years as Supervisor.

PLEDGE CEREMONY – INSTALLATION OF 2023-2024 GOVERNING BOARD

Supervisor Foust expressed that it was a distinct honor to lead the Pledge for the five individuals who were newly-elected at McLean Day as well as those who are continuing their terms on the MCC Governing Board. All stood to affirm the following Pledge by stating aloud (repeating after Supervisor Foust, line-by-line):

**McLean Community Center
2023-2024 Governing Board Members Annual Pledge**

As an MCC Governing Board Member, I pledge to:

- Support the mission of the McLean Community Center:
The McLean Community Center: provides access to inspirational arts, cultural experiences, learning opportunities, civic engagement and recreational activities; supports community organizations, and; offers facilities for all MCC tax district residents.
- Comply with the Code of Conduct.
- Support the executive director in his/her executive role.
- Respect and support the MOU, Policies, Operations, and Board decisions.
- Conduct myself in a spirit of collegiality and respect for the collective decisions of the Board and subordinate my personal preferences to the best interests of the MCC.
- Honor confidentiality regarding discussions, comments, and deliberations.
- Comply with laws of the Commonwealth of Virginia, including the State and Local Government Conflict of Interests Act as it applies to the Governing Board.
- Exercise the above responsibilities at all times in a reasonable and prudent manner.



Nine members of 2023–2024 Governing Board were thus installed/PRESENT, constituting quorum:

Eleanor Ague, Anna Bartosiewicz, Sophia Bruno, Gloria Marrero Chambers, Katie Gorka, Kristina Groennings, Lisa Mariam, Kathleen Cooney Porter, Rasheq Rahman.

Two members of 2023–2024 Governing Board were ABSENT; they will be sworn-in on a later date:

Ari Ghasemian, Shivani Saboo.

CONVENE FIRST MEETING OF 2023–2024 GOVERNING BOARD

Delegation of leadership to convene meeting and elect Board Chair: Anticipating being absent from this meeting, Elections & Nominations Committee Chair Saboo appointed in advance Kristina Groennings (a member of ENC) to act in her stead. Ms. Groennings stated a MOTION to officially convene the first meeting of 2023-2024 Governing Board of the McLean Community Center. The MOTION was approved and the meeting convened at 6:44 p.m.

ELECTION OF GOVERNING BOARD CHAIR

The first order of business was electing the Governing Board Chair. Ms. Groennings explained that all board members, including those newly-elected, are eligible for every officer position.

CHAIR: Rasheq Rahman had nominated himself for this position. The floor was opened for other self-nominations; there were none. Mr. Rahman shared his personal statement:

Ladies and Gentlemen, fellow neighbors in McLean, I am pleased to announce my candidacy for the position of Board Chair of the MCC Governing Board. I have served the McLean community as an MCC board member for the past two years, including this past year as Vice-Chair. During my tenure, I have consistently sought to hear the perspectives of all board members, three different Executive Directors, and senior staff when making the best possible decisions for the MCC as it has responded to both internal and external challenges. This approach most recently demonstrated as Vice-Chair and through leadership of the Capital and Facilities Committee has led me to lead several successful initiatives including:

- Investing in future-forward AV technology in the award-winning Alden Theatre
- Implementing mobile video conferencing throughout the center
- Stewarding the Strategic Plan under two different Executive Directors, leading to its successful adoption this past spring

As Board Chair, I would continue this approach with a focus on:

- Enabling my peers on the board to be involved in key strategic decisions for the center
- Partnering with the MCC Executive Director and senior staff to ensure the center’s operations are properly resourced both for today and the future.

I am confident that I have the skills and experience necessary to be an effective Board Chair and my past experience as a team player committed to working with others to achieve common goals will be valuable for collaborating with new board members.

I am excited about the opportunity to serve as Board Chair and help the MCC continue to thrive. I believe that my skills and experience would be a valuable asset for the board and the center. Thank you for your consideration.

Votes FOR Rasheq Rahman as Chair: Anna Bartosiewicz; Kristina Groennings; Lisa Mariam; Rasheq Rahman; Katie Gorka; Eleanor Ague; Kathleen Cooney Porter; Gloria Marrero Chambers; Sophia Bruno – All voting “AYE.”
Shivani Saboo and Ari Ghasemian were absent.

Votes AGAINST Rasheq Rahman as Chair: None.

Rasheq Rahman was elected 2023–2024 Governing Board Chair.



ELECTION OF OFFICERS – EXECUTIVE COMMITTEE

Newly-elected Board Chair Rahman assumed leadership of the meeting and proceeded to conduct election of the other three officer positions: Vice-Chair, Secretary and Treasurer.

VICE-CHAIR: Kristina Groennings had nominated herself for this position. Board Chair Rahman reiterated that all board members are eligible for this position, including those newly-elected. The floor was opened for other self-nominations; there were none. Ms. Groennings shared her personal statement:

I, Kristina Groennings, would like to put my name in for Vice-Chair of the Board.

I grew up less than a mile from the Community Center. I participated in many programs as a young person that grew my skills and character. I understand this community, what its expectations are, and how we are evolving - and that the MCC plays a critical role in it. I have also served on the Board for one year now; it takes that amount of time to familiarize yourself with the Board's functions and the way that the Board is supposed to interact with the MCC Staff.

The Staff of the MCC has always done a remarkable job, since I was a little girl. And now we have a new Executive Director with amazing experience and ideas - so it's an exciting time for the MCC. As Vice Chair, at a high level, my top priority would be to help guide the Board, to provide the staff and Betsy with the support that they need to continue to develop their relationships, and continue to do their best work. I would encourage more interaction among the Board and the Staff, including highlighting some of our star Staff members at our board meetings so that we can better understand what they do and how we can help them. I would also encourage greater participation on our committees. Finally, I would encourage new, fresh perspectives and ideas: for instance the amazing Youth Ambassador program that our high school board members initiated this past year.

Thank you all for your consideration.

Votes FOR Kristina Groennings as Vice-Chair: Anna Bartosiewicz; Kristina Groennings; Lisa Mariam; Rasheq Rahman; Katie Gorka; Eleanor Ague; Sophia Bruno; Kathleen Cooney Porter; Gloria Marrero Chambers
– All voting “AYE.”
Shivani Saboo and Ari Ghasemian were absent.

Votes AGAINST Kristina Groennings as Vice-Chair: None.

Kristina Groennings was elected 2023-2024 Governing Board Vice-Chair.

SECRETARY: Anna Bartosiewicz had been nominated for this position. The floor was opened for other self-nominations; there were none. Ms. Bartosiewicz shared her personal statement:

In my second year on the Board, I am running for the position of secretary. I hope to leverage my understanding of MCC as an organization, as well as my experience of Board meetings over the past year, to document and record salient points made during our monthly meetings. This is the best job ever because Holly Novak does an impeccable job documenting everything! But I guess I hope I can be a second set of ears, maybe on a higher level, to keep a record of proceedings and a record that complements what she already does.

Votes FOR Anna Bartosiewicz as Secretary: Anna Bartosiewicz; Kristina Groennings; Lisa Mariam; Rasheq Rahman; Katie Gorka; Eleanor Ague; Kathleen Cooney Porter; Gloria Marrero Chambers; Sophia Bruno – All voting “AYE.”
Shivani Saboo and Ari Ghasemian were absent.

Votes AGAINST Anna Bartosiewicz as Secretary: None.

Anna Bartosiewicz was elected 2023-2024 Governing Board Secretary.



TREASURER: Kathleen Cooney Porter had been nominated for this position. The floor was opened for any other self-nominations; there were none. Ms. Cooney Porter shared her personal statement:

During my tenure as Senior Trademark Advisor to the Undersecretary of the PTO, I was involved in the oversight of the Trademark side of the PTO (13,000 employees). Trademark and Patent sides are both fee funded by users of the USPTO systems. It was very important to ensure that the fees were being used wisely and in alignment with the Congressional oversight committee.

While at my old law firm, Oblon, McClelland, Maier and Neustadt, I served a term on the management committee as Managing Partner of the trademark/copyright section of the firm. I worked closely with the COO and other members of the firm management on a long range planning strategy for the firm's future operations, and management and fee structures. I am happy to share any other experiences that I have.

Chair Rahman remarked that we appreciate Kathleen Cooney Porter's experience.

Votes FOR Kathleen Cooney Porter as Treasurer: Anna Bartosiewicz; Kristina Groennings; Lisa Mariam; Rasheq Rahman; Katie Gorka; Eleanor Ague; Kathleen Cooney Porter; Gloria Marrero Chambers; Sophia Bruno – All voting "AYE."
Shivani Saboo and Ari Ghasemian were absent.

Votes AGAINST Kathleen Cooney Porter as Treasurer: None.

Kathleen Cooney Porter was elected 2023-2024 Governing Board Treasurer.

REMARKS BY NEW BOARD CHAIR **remarks by Board Chair Rasheq Rahman*

With the election of officers thus concluded, Board Chair Rahman took the opportunity to share his perspective about the year ahead. We're excited because this is the beginning of a new period. And this year we are fortunate to have Betsy May-Salazar who has joined us and has nearly been here for nearly six months at this point. As the Chair, I've prepared a few remarks:

Good evening, McLean residents, Board members, MCC staff, and Supervisor Foust. I am honored to be the new Chair of McLean Community Center Governing Board. I have served on the board for the past two years and am excited to continue working with this talented team – both our new board members, continuing board members, Executive Director and staff, to build on our vibrant programs and activities.

I want to remind us that in 2025, MCC will mark its 50th Anniversary. I have been a resident of McLean for over 25 years and have seen firsthand the positive impact that MCC has had on our community. My mother was a member of the Friends of MCC board nearly 15 years ago. My wife and my kids (who are in the front row here) have been involved as users of the Center; and also recently, my daughter Suha helped out during the election. We start early in the Rahman family: we believe in service.

With that in mind, the MCC, in my opinion, is where people of all ages, backgrounds and abilities can come together to learn, play, relax and connect. Our board recently adopted a strategic plan that reflects more than two years of listening to our community members and staff. The strategic plan has five goals – which are an excellent way to frame how this board can help the MCC continue to engage with our community this year. I encourage our new board members as well as the public to engage with it – it really is a nice way to think about how we should be at MCC. Let me go through the five key principles and what they mean for me:

1. Be Visible. MCC's is truly best experienced through our programs and activities. I have, and plan to attend as many MCC events throughout the year and encourage you to do the same. My kids will be in the OFC summer camps. For our youth board members, I look forward to continuing the work of the Youth Ambassador program with you. It was really a great initiative. It led to a record number of candidates this year for the youth board position. It's great to see that connectivity and I look forward to seeing what we all can do together to continue to build on that program.



2. Welcome All of McLean and its Global Community. We want to ensure that everyone in McLean has a voice in shaping the MCC's future. We will hold town hall meetings and online surveys, as we always do. And we want to make sure that both the folks who are in the room today as well as your neighbors, are involved and can give us feedback. We can only get better if we can hear from as many of our neighbors as we can.
3. Invite Discovery. We want to create a place where people can learn new things and explore their interests. For me, that means I look forward to working with each board member to understand their passions (whether it's here or outside) and how that translates to serving the McLean community and developing ways to bring that passion to the work that we do as board members. It's not just the minutia of the Roberts Rules of Order... there's an opportunity here to actually make a difference.
4. Showcasing Excellence. We want the MCC to continue to be a leader in providing quality programs and services. We will continue to work on creating an environment that attracts world-class talent, on and off the stage, and the resources needed to improve the MCC experience continually.
5. Model Sustainability and Good Stewardship. Sustainability itself is a broad concept, encompassing what we do to include things like: reducing wastage and improving the physical environment around us. But it also actually includes stewarding our resources wisely. We are fortunate to be funded by the homeowners and taxpayers of Small District 1A-Dranesville and it's up to us to steward those resources wisely. And we want to continue to make sure that our programs are accessible to our neighbors and available to all.

In closing, we can achieve these goals by working together. I am committed to being a visible leader and I will work with the board to ensure that the MCC is a vibrant and vital part of our community as we move forward. Thank you.

ENVISIONING THE YEAR AHEAD **remarks by Executive Director Betsy May-Salazar*

Having begun her tenure as Executive Director of the McLean Community Center in January 2023, Betsy May-Salazar shared her vision for the road ahead as MCC's Governing Board and staff embark on implementing a new strategic plan and anticipating MCC's 50th Anniversary celebration in 2025:

I'm really excited to be starting a new fiscal year with MCC and have the opportunity to help shape the year from its beginning. I look forward to working in new ways with the board, making the meetings informative and engaging. And continuing to work deeply with the staff as we begin to implement the strategic plan and look towards future planning. In the coming months, we will share various programmatic overviews at these meetings so that you can see the "how" and the "why" of the way things work at the McLean Community Center. I appreciate your understanding in giving me the time needed to learn and appreciate the complexity of the MCC operations. I am six months in and every day I'm learning something new. I definitely think it takes a full year to at least touch everything once and really figure out how all the pieces fit together. I look forward to doing all of that with all of you, as you learn right along with me. I will share with you what I learn and how we can all work together along the way – all with the goal to ensure that MCC is a vital and vibrant part of our community.

Highlights about contents of Policies & Procedures notebooks:

Tabs 1 and 2: MCC policies & documents - Strategic Plan, DEIA statement, Code of Conduct; org chart; later tabs - a copy of the MOU and other MCC operating procedures.

Tabs 4 and 5: board and committee meeting schedule and descriptions; 'committee preference' form. This is the opportunity for you to indicate the kind of committees they are interested in participating in. We will send it out electronically with a deadline for returning it. Responses will come back to Chair Rahman and he will work to make sure the committees are balanced. Composition of respective committees will be established before the July meeting.

Tab 5 (meeting protocols): Take special note about protocols for in-person meetings and regulations around "remote participation" and "all-virtual" meetings. There are very strict guidelines dictating how meetings are to be run. Majority of meetings are in-person; therefore, quorum must be in-person. There is an ability to have remote access but only for very limited, specific reasons and limited amounts of times to do so (and you would not count towards quorum).

Regarding quorum: it's very important that we know your attendance: if you're not going to be attending...or if you need



to have “remote participation” access as a board member. We need to know well in advance so that we can have that set-up. There are also regulations about the public’s presence – because all our meetings are open to the general public. As in-person meetings, the general public attends in-person; there is not an option for virtual participation by the general public (unless it’s an all-virtual meeting, which is very complex with another set of operative rules). Quorum is important – it must be over 50% of the meeting body being present in-person (for the board, it is 6 people); for the committees, it is over 50% that must be present in-person in order to convene. If quorum is not achieved, then we simply move forward with it as ‘working group meeting’ and do it informally.

Tabs 6 and 7: focus on the whole budget process. FY25 budget starts soon. The FY24 approved budget (in the notebook) goes into effect as of July 1; it was approved in October 2022. That’s how far we are into the annual budget cycle. The year-end report of FY2022, shows the summary of a full year. **The budget preparation timeline is dictated by the Fairfax County schedule for budget submission. There is an October deadline by which MCC must submit our budget to the county; and then it works its way through the system to go into effect for new fiscal year beginning in July.**

Tab 14: media policy and guidelines. Special note – that all media inquiries should be referred to the Executive Director and the MCC PIO to coordinate a response. Further detail is explained in this section.

Signature required on several documents: Conflict of Interest policy; One Fairfax policy. For the new board members, we will be setting up county e-mail addresses. There is a lot of paperwork to take place over the next few weeks. Ms. Novak will follow-up with you on these things.

Other tabs include: county resources; information about FOIA. We will be scheduling a meeting to do an overview with the county FOIA office so that everyone receives the same training.

Partner organizations: MCC’s management agreement with McLean Project for the Arts (which is housed in our facility and partners with us on visual arts); and Friends of MCC Bylaws – the organization who is there to support us.

PUBLIC COMMENT

In-person comments: The Board Chair invited the public to introduce themselves and give verbal remarks if they wished. They must first state aloud their residential address to verify that they are a Small District 1A-Dranesville resident. If having requested in advance to speak, those individuals were pre-verified as being a Small District 1A-Dranesville resident. Each person was allotted three minutes to speak.

(There had been no advance requests to speak.)

1. **Zafyr Rahman:** I would just like to say that I’m proud of my Dad.

Written comments: **No written comments were submitted in advance of this meeting.**

After all public comments had been expressed, Chair Rahman stated the following:

We thank members of the public for contributing their feedback this evening. The MCC Governing Board takes your suggestions very seriously. You are welcome to attend our meetings. All MCC Governing Board meetings are open to the public. You can view the board schedule on MCC’s website at:

<https://mcleancenter.org/about/governing-meetings/meetings-agendas>

We have very strict county regulations and stringent oversight of our work in all areas, and we work hard to meet these needs in being responsible to our taxpayers. We are committed to transparency and making the process open to the public. We welcome you back to future events at the McLean Community Center to see the value of your tax dollars at work.

ADJOURNMENT

Governing Board Chair Rahman thanked everyone for attending and adjourned the meeting at 7:08 p.m.

Respectfully submitted, Holly Novak - Executive Assistant