

**2023-2024 MCC Governing Board
Regular Meeting
October 25, 2023 – 6:30 p.m.**

MINUTES

- Board Members Present:** *in-person:* Anna Bartosiewicz; Lisa Mariam; Rasheq Rahman; Eleanor Ague; Sophia Bruno; Katie Gorka; Gloria Marrero Chambers; Kristina Groennings
virtual: Ari Ghasemian; Kathleen Cooney Porter; Matt Colsia
- MCC Staff Present:** Betsy May-Salazar, Executive Director; Holly Novak, Executive Assistant; Sarah Schallern Treff, Performing Arts Director; Mike Fisher, General Programs Director; Matthew Hockensmith, incoming Comptroller; Ashok Karra, Comptroller
- Guests:** Deb Bissen, MPA; James Lawless (MCA; Friends of MCC)

CONVENE MEETING

Chair Rasheq Rahman convened a Regular Meeting of the Governing Board of McLean Community Center on October 25, 2023, at 6:40 p.m. He announced that the meeting was being audio-recorded. The Agenda was adopted by acclamation.

PLEDGE

Chair Rahman led a reciting of the oath of office to induct Ari Ghasemian and Matt Colsia, who were not present on June 7 for the Pledge ceremony. This was an opportunity to reinforce the values that all MCC Governing Board members aspire to.

**McLean Community Center
2023-2024 Governing Board - 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.

APPROVE MINUTES

Minutes of September 27, 2023 Regular Meeting + Public Hearing on FY2025 Budget were reviewed. No changes were requested; the Minutes were accepted as written.

MOTION: To approve Minutes of September 27, 2023, Regular Meeting + Public Hearing on FY2025 Budget.

Approved by a vote of ten: Rasheq Rahman; Lisa Mariam; Sophia Bruno; Katie Gorka; Gloria Marrero Chambers; Matt Colsia; Eleanor Ague; Anna Bartosiewicz; Kristina Groennings; Ari Ghasemian – all voting “AYE.”

Kathleen Cooney Porter was absent at this time; she joined the meeting later virtually.

APPROVAL OF FY2025 BUDGET PROPOSAL

Chair Rahman explained that the FY2025 Budget proposal has been thoroughly reviewed by the board and the public in multiple meetings over recent weeks:

Finance Committee	August 30, 2023
Meeting-of-the-Whole on FY2025 Budget	September 6, 2023
Regular Meeting + Public Hearing on FY2025 Budget	September 27, 2023

Public comments expressed at each meeting were reflected in the respective Minutes. The public also had ongoing opportunity to submit written public comments about MCC's FY2025 Budget proposal up through October 6.

Responsiveness/public accountability: All questions from board members and the public have been thoroughly addressed by Comptroller Ashok Karra, incoming Comptroller Matthew Hockensmith, and Executive Director Betsy May-Salazar.

NEXT STEP: a vote to forward MCC's proposed FY2025 Budget to Fairfax County:

MOTION: That the Governing Board approve the DRAFT MCC FY2025 Budget Proposal as presented at the Public Hearing on September 27, 2023, and direct staff to submit this board-approved FY2025 Budget Proposal to Fairfax County on or before October 31, 2023.

Approved by a vote of ten: Rasheq Rahman; Lisa Mariam; Sophia Bruno; Katie Gorka; Gloria Marrero Chambers; Matt Colsia; Eleanor Ague; Anna Bartosiewicz; Kristina Groennings; Ari Ghasemian – all voting "AYE."

Kathleen Cooney Porter was absent at this point; she joined the meeting later virtually.

CHAIR'S REPORT **remarks by Board Chair Rasheq Rahman*

Having gone through the annual budget process and set our plans for the future (FY2025), we are now in the second half of 2023-2024 Governing Board term:

1. Our committee meetings will continue their respective specialized focus.

2. The Governing Board election process will start in January 2024.

3. Executive Director May-Salazar will lead MCC staff in continually focusing on key aspects of MCC strategic goals:

"Be Visible": Appreciation for significant work of Sabrina Anwah and PIO team in updating the OFC logo and expanding our visible footprint across our two campuses (OFC and MCC) – to enhance awareness of MCC out in the community. Another great example is the partnership with McLean Moms to support upgrades to the McLean Central Park playground.

"Welcoming All of McLean and it's Global Communities": Seniors in Action program under new leadership continues to thrive! The Alden Theatre is featuring several foreign language films from all over the world. McLean PetFest was a great way to connect with multi-footed members of our community! Happy to see that event expanding.

"Invite Discovery": Recent partnership with McLean schools: "Pirates of Penzance" performance was shown to 300+ 6th graders. MCC Youth Ambassadors program is starting up again; it's a great way to expand our connections with youth.

"Showcasing Excellence": FY2025 budget process was well-executed. We worked with MCA and others in the community to receive their feedback and further refine how the financial information was presented. Special thanks to Kathleen Cooney Porter, Betsy May-Salazar, Ashok Karra and Matt Hockensmith for guiding us through this process. Executive Director May-Salazar is showcasing excellence in leading implementation of the strategic plan into FY2024 and FY2025.

"Modeling Sustainability & Good Stewardship": The partnership we developed with Fairfax Co. to co-fund ADA facility improvements at OFC demonstrates both using our resources wisely and partnering on important work for a joint-operated facility. Several capital investments are coming to fruition – stormwater upgrades and Alden Theatre roof hatches updated.

We continue to make progress on all our key initiatives, and I look forward to seeing what we do in the future.

EXECUTIVE DIRECTOR'S REPORT **remarks by Executive Director Betsy May-Salazar*

We've had a very busy month! Key highlights include:

- **McLean 5K**, produced in partnership with and in support of the McLean Community Foundation, which attracted 530 registrants. There was great enthusiasm despite the rainy weather and early hour.
- **Petfest**, held in McLean Central Park, attracted 1,200 attendees (not including the many pets in attendance)
- At OFC, the much anticipated **Monster Mash** was sold out with 250 5th & 6th graders!

- The Alden Theatre presentation of **Pirates of Penzance** was also sold out –373 attendees at the public showing and 350 at the school performance earlier in the day.
- On 10/21, Songwriter City had a very engaged audience for the performance and meet-and-greet; 142 attendees.

Upcoming programs:

- * Saturday, October 28, at Old Firehouse Center: **Festival of Frights and Trunk-or-Treat**. This is a FREE family event; it is virtually sold-out and preregistration is required.
- * **When you Wish Upon a Star: A Jazz Tribute to 100 Years of Disney – at the Alden on Saturday November 4.**
If any board members who plan to be in attendance would like to do the introduction curtain speech welcoming the audience, please let us know. We love to engage board members in that kind of role when you are able.
- * **Antique Show** will be held November 11 & 12
- * **Holiday Arts & Crafts Show** will be held December 1 -3
- * OFC staff oversee a **Light Up McLean Holiday House Decorating Contest** each year. Deadline to register to decorate a home is Dec. 8. Community voting takes place Dec. 18 – Jan. 2. I would love to build this up as a tradition the entire community looks forward to every year! We want to get more house participants and many people out there to vote on the decorated houses. We would love your support on this: encouraging people to both sign-up and vote. A map is created to drive to the various house locations. We will award the winning houses at our Winter Block Party on Sat., Jan. 6.

Recommendation to consider a walking tour or a coordinated featuring of different neighborhoods on consecutive nights:

The houses are usually not very close together (proximal for walking); but we can consider this idea. Maybe we could get a trolley to drive around next year! We would love to grow this and build a ‘community’ feel.

***MCC membership-based programs continue to grow:**

-29 students are now enrolled in OFC After School program. This is positive progress in level of participation.

-108 people are now enrolled in Seniors in Action; it continues to be a very popular program.

***Community Feedback Survey:** Special thanks to the many board members who have attended events over the past month and helped to solicit respondents for our Community Feedback Survey. Excellent start: 217 surveys completed TO-DATE. Postcards were sent to tax district households. The survey is available online and we are doing a lot of social media to promote it. There is a kiosk in MCC lobby; paper copies are also available; and the survey is available in three languages. Deadline: the survey will remain open into January 2024. Our goal is to continue pushing it out to the community. Please encourage your friends and neighbors to provide their feedback.

***Being visible:** Special thanks to board members: Matt, Kristina, Anna, Kathleen, Lisa, Eleanor, Gloria, Sophia and Rasheq for your presence and assistance at MCC events in recent weeks – which amplifies our “Be Visible” strategic goal. Please reference the “Be Visible” List of Upcoming Events for more opportunities to participate.

FY2024 STRATEGIC PRIORITIES & FOCUS **summary remarks by Executive Director Betsy May-Salazar; opportunity for Q&A*
MCC’s Strategic Plan was adopted in May 2023. While it was finalized after the FY2024 budget was developed, MCC staff has begun using the new strategic goals and objectives as our guiding planning document for FY2024. We are viewing our ongoing robust programming through the lens of the strategic goals and objectives. We are also highlighting several high-level tactics or priorities per goal specifically for FY2024. These tactics are not inclusive of all that MCC is doing, but they rise to a level of items we intend to call out specifically. Reporting: We will be building-out a reporting structure for the strategic plan and a cycle for creating annual strategic tactics as we move into future years.

Goal #1: Be Visible. (5 Tactics)

1. **OFC Branding – redesign OFC logo – replace exterior sign with lighted sign**
2. **Program Guide & Touchpoint postcards- Redesign & mail to MCC district households to reach every household**
3. **Banners & Signs – feature Metro Bus Stop Advertisement & Program Banners at OFC & McLean Central Park**
4. **Board Engagement –representation at events and survey solicitation**
5. **Local Businesses – encourage participation as exhibitors at event**

Question: Are you trying to get people outside of the tax district to come to MCC events? Is that why having signage at the bus stop? It’s in proximity to the McLean metro station – and close to MCC. And while space is just outside of our tax district

boundary, many tax district residents will see it, as well as encouraging other people to come to take advantage of MCC programming. When the METRO stop initially opened, MCC placed a big banner in the station so people realized that MCC is here as part of McLean. This is another attempt to get people to recognize MCC.

Question: Is the idea with local businesses that we would get them to come in here and they could also promote MCC?

Yes – the goal in the plan is broader: MCC starting to create partnerships with businesses. The first aspect is that they perceive us as a resource. The other aspect is trying to get them to promote MCC in their restaurants and local businesses.

Goal #2: Welcome All of McLean and its Global Community. (6 Tactics)

- 1. Launch community feedback survey (in multiple languages) to assess needs of community**
- 2. Expand free foreign language film showings to include daytime and evening screenings of each film**
- 3. Begin ADA renovation Process at OFC to improve accessibility**
- 4. Create Sensory Room/Multi-Purpose Room – providing sensory experiences for OFC users**
- 5. Invest in Playground at McLean Central Park – improving community infrastructure**
- 6. Highlight Cultural Festivals – Fiesta del Sol & Lunar Festival**

Question: For the expansion of the free foreign language films, is there any thought to prioritizing languages that are most commonly spoken here in the tax district – such as Korean? Spanish?

Clarification by Sarah Schallern Treff: The priority is to have a diverse and balanced set of offerings, with the goal of highlighting countries, cultures and languages that we are not familiar with. Demographic census data about languages spoken in Small District 1A-Dranesville is available on Fairfax County website. We refer to that data; the ‘Big 3’ languages in our tax district are represented. We’ve also selected films that are geared toward families (offered in French – to appeal to the French immersion program at Kent Gardens Elementary School). Last Spring, we offered a film in Hindi; many parents brought their kids. Another film in Hindi is coming up in November; also a film in Farsi.

Question: Why is MCC’s Fiesta del Sol event not offered during Hispanic Heritage Month?

Clarification by Executive Director May-Salazar: The first-ever offering last year was timed to fit ideally into our MCC event calendar. We received much positive feedback from attendees because they were glad not to have to pick-and-choose between other events competing in the same month. We will continue Fiesta del Sol at this time of year because it garnered such great success. Rather than only featuring ‘heritage months,’ we want people to realize how MCC is trying to support and represent various international communities year-round.

Question: Do you have construction start dates for the Old Firehouse Center ADA renovation and the playground?

***ADA renovation:** the budget was approved today by MCC Governing Board. In addition, \$500K has been allocated from the County for the project. Next steps are to coordinate with the county on the project roll out and relationship between County and MCC regarding project management. Previous plans will be reviewed and evaluated to ensure meeting current stakeholder needs Envisioned as an FY2025 project. We will be reporting back to the board once we have more information. It will be a big process to overlay our schedule and adjust our programming at OFC during the renovation. Once Project timeline is determined then program adjustments can be considered.

ACTION ITEM: Chair Rahman recommends involving Capital Facilities Comm. to vet the project development.

***Playground renovation** – McLean Central Park renovation (including playground) was to have begun in October 2023 but has now is tentatively scheduled to being in January 2024. This project is tentatively expected to span January – October 2024 (9 months). It includes building an amphitheater and renovating all sidewalks, grading, etc. MCC staff met today about how to adjust our summer concert series; also, trying to identify alternative location or plans for PetFest.

Goal #3: Invite Discovery. (5 Tactics)

- 1. Civic Groups - Continue to regularly engage around shared priorities including volunteer recruitment and community partner events**
- 2. Youth Ambassadors Program – continue to develop Ambassador-led program - increase participation from high school community**
- 3. Seniors in Action Program – continue to develop and expand program**
- 4. Old Firehouse Center – continue to identify expanded use to meet community needs: SPARC, events, drop-in games**
- 5. Theatre – commitment to diverse offerings including extended experiences with multiple touch points**

Goal #4: Showcase Excellence. (4 Tactics)

- 1. Craft Definition of Excellence – Create Staff Team**

2. Develop Community Feedback Survey & Universal Survey Questions that Measure Strategic Plan

3. Invest in Staff Professional Development – Develop Sharing Protocol with Staff

4. Encourage Staff to Apply for Appropriate Awards & Recognition

Question: Do we have any awards and recognition for staff right now? Are these financial awards or other types of awards?

We do, to some extent. This goal is to be purposeful in developing awards for our MCC personnel, publications and programs (making the effort and realizing that it's good to prioritize this). It's about nominating fellow staff members for appropriate recognition. Not necessarily financial awards; but rather, about recognition. Within Fairfax County there are many different award opportunities. Virginia Recreation & Parks Society (VRPS) is a major entity that gives out awards. MCC has received multiple awards from VRPS in the past. It becomes a matter of prioritization: we need to intentionally apply for consideration of these awards. This is something the MCC Governing Board could assist with (recommend MCC staff for various awards).

Goal #5: Model Sustainability and Good Stewardship. (4 Tactics)

1. Program Guide – Redesign in more sustainable format

2. Capital Facilities Budget

- a. commit to an energy study for MCC facilities
- b. complete Stormwater management improvement projects
- c. Invest in OFC

3. Join Fairfax County Interagency Climate Team & Zero Waste Team

- a. engage with Zero Waste provider for McLean Day

4. Revise management documents – financials, attendance report, handbooks of SOP's (standard operating procedures)

MEASUREMENTS: We envision twice-per-year touch points which will be very useful and will fit into the board meeting cycle: for FY2025 we would roll-out these goals in the July 2024 meeting with the new board. We will have had time to vet and consider our FY2025 budget (which was just now approved). In January 2025, the Executive Director will bring a mid-year status report to the board. At board meetings in-between, the Exec. Director will focus reporting on things that are specific.

ELECTIONS & NOMINATIONS COMMITTEE **summary remarks by ENC Chair Kristina Groennings about Oct. 11 meeting*

The ENC runs the process for the annual Governing Board election: 1. overseeing policies & procedures; 2. any proposed changes to the process; 3. addressing any issues that arise before, after or during the election. ENC tasks are currently light; efforts will ramp-up in January 2024 and forward throughout Spring.

*Some amendments to the current Elections Policies & Procedures were discussed - to be voted on at 12/11 ENC meeting.

The changes recommended are to reflect actual current practices and are fairly minor.

*A notable suggestion was expressed by board member Eleanor Ague: it would be a great opportunity for the youth to be able to vote at the Friday Night carnival rides when they open up at McLean Day. The committee agreed this would really get teens interested in MCC and motivate them to vote right there on-site and further their interest in the youth candidates. MCC staff's perspective is that we are definitely interested in pursuing this idea.

- a. We must reach out to League of Women Voters of the Fairfax Area to see if they have the capacity to add another day to their contract for Friday night voting. They are present on Thursday, all day on Saturday and into Saturday night to count the votes. Can we expand that contract relationship to include Friday night?
- b. We would offer complete voting on Friday night (both adult and youth). If opening the voting at McLean Day event over two days, it must be the entire election – not just for youth candidates only. Youth candidates could be represented in candidate tents on Friday night and adult candidates in the tents on Saturday. That would reduce the overall footprint of the candidate tent area and eliminate the problem of empty candidate tents. Most importantly, it would relate directly to the respective clienteles who attend (teens on Friday night/young families & adults on Saturday).

Background context: approx. 10,000 attendees on Friday night and 10,000 attendees on McLean Day! A huge volume of teens on Friday night DO NOT come back on Saturday – so they are missing out on the opportunity to vote. Opening voting on Friday night would significantly increase overall voter participation (among youth and adults).

ACTION ITEM: To hopefully be able to offer this in May 2024, we will reach out to LWV to see if they have the level of capacity to staff the voting booth on Friday night as well as throughout the day on Saturday. Vote-counting by the LWV will still be on Saturday night after the election concludes.

***Online voting method will be researched for possible implementation in 2025-2026 election:**

The request to offer online voting has been brought up by board members every year. Last year, ENC discussed it but didn't have sufficient time to pursue implementation because selecting a proper vendor and getting a secure process in place is a major undertaking. Also, we need to have a robust discussion about our capacity to offer online voting – and whether it's worthwhile. We need to do more due diligence by talking to Reston Community Center about how they implement their online voting. In our case, we need to find the right vendor who is trustworthy - so that when under scrutiny, the process will hold up. We will research it this year and consider implementation for Spring 2025.

OLD /NEW BUSINESS

Chair Rahman opened the floor to any matters of old or new business to be discussed.

A board member requested clarification about homeless persons at MCC in reference to e-mails circulating in the community.

*Executive Director May-Salazar understands the public's awareness and concerns. She addressed this matter thoroughly in a confidential summary e-mail sent to all MCC Governing Board members on October 18.

No further mention tonight since it is considered a sensitive matter concerning the privacy of individuals.

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

UPDATE: MCLEAN PROJECT FOR THE ARTS

**summary remarks by Deb Bissen, McLean Project for the Arts*

***Thank you for your support for MPA ArtFest.** It was beautiful weather – which made everything go well! Thank you for your support – it's a wonderful day for the community and we are happy to offer that annual event free-of-charge.

***We've been having many visitors up to the ramp and gallery.** The Children's Art Walk (which was put together with the help of the New Dominion Women's Club) was installed up in the ramp. It was photographed by Washington Airport Authority – to renew the display that's currently up in Dulles International Airport. We are very happy that this partnership is continuing to share the work of children in our community.

***Lots of community groups have viewed our current exhibition, "Not Strictly Painting"** which has over 50 diverse artists. Groups visiting: Special Education department at McLean High School, ServiceSource adults with disabilities (an ongoing partnership; they also come in for art classes). We've had seniors and adults with disabilities from the Wellness Center for Older Adults (in Fairfax), and seniors from Vinson Hall. We've welcomed a group from the Jewish Community Center in Fairfax. It's wonderful to have these partnerships and make people aware of MPA in MCC facility.

***request to include SPARC:** Mike Fisher recommended considering inviting SPARC to the gallery. To address the transportation issue, it could involve allocating a place for SPARC to meet within MCC building on the designated day in order to be dropped-off and picked-up here instead. We will research this idea.

***A wonderful artist talk last week had 60 attendees.** Exhibiting artists talked about their background and their work, with time for questions. This morning's "Tea and Talk" event had about 25 attendees.

***increased gallery hours in conjunction with The Alden Theatre performances:** MPA partnered with The Alden Theatre to have the gallery open for the evening performance of "Pirates of Penzance." Approx. 50 people visited the gallery, many for the first time. We welcomed and informed them about art classes, summer camps and MPA offerings.

***Nov. 18-19: first "MPA Inspires: Weekend of Collecting and Connecting" - celebrating 60 exhibiting MPA alumni artists.** In addition to an exhibit in lower level of Signet building (in downtown McLean), a Saturday event will be an art insights panel discussion with collectors and artists. Sunday will feature art & soul jazz brunch and "Collector's Drawing": MPA is selling 60 tickets for \$600 to win a chance to take home one of the works by the exhibiting artists.

***Fall classes have started and are going well.** MPA is always looking for more teachers and new kinds of art that people might be interested in learning about.

PUBLIC COMMENT

In-person comments: Chair Rahman invited the public to introduce themselves and give verbal remarks if they wished. They would have to first state aloud their residential address to verify that they are a Small District 1A-Dranesville resident.

Any individuals who requested in advance to speak were pre-verified as being a Small District 1A-Dranesville resident. Each person would be allotted three minutes to speak.

There had been no advance requests to speak. No one in attendance requested to speak.

Written comments:

No written comments were submitted in advance of this meeting.

CLOSED SESSION

Chair Rahman announced that this meeting would now transition into “Closed Session.” Chair Rahman read aloud the following MOTION and took a vote to go into “Closed Session”:

Motion Going into Closed Session:

Chairperson or designee: I move that the McLean Community Center Governing Board go into Closed Session, pursuant to Virginia Code Section 2.2-3711(A)(1) for the purpose of the discussion of a McLean Community Center employee’s annual performance review by the McLean Community Center Governing Board. The subject matter to be conducted, discussed and considered is the performance of a McLean Community Center employee.

Vote to go into “Closed Session”: Approved by a vote of eleven:

Anna Bartosiewicz; Kathleen Cooney Porter; Lisa Mariam; Rasheq Rahman; Eleanor Ague; Katie Gorka; Sophia Bruno; Gloria Marrero Chambers; Matt Colsia; Kristina Groennings; Ari Ghasemian - all voting “AYE.”

At this point, all members of the public and MCC staff exited so that only Governing Board members remained in the meeting room. The audio recording was turned off.

Closed Session began at 7:36 p.m.

Closed Session ended at 7:49 p.m.

RECONVENE INTO PUBLIC SESSION

When discussion concluded, Chair Rahman announced that the public was now welcome to participate again. Members of the public and MCC staff were invited back into the meeting room. After staff and the public re-entered, the cleansing MOTION to reconvene into Public Session was stated aloud by Chair Rahman and a vote was taken to come out of “Closed Session:”

Motion Coming Out of Closed Session:

Chairperson or designee: In accordance with Virginia Code Section 2.2-3712, I move that the members certify that, to the best of each member’s knowledge, only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed session meeting by the McLean Community Center Governing Board.

Vote to come out of “Closed Session”: Approved by a vote of eleven:

Anna Bartosiewicz; Kathleen Cooney Porter; Lisa Mariam; Rasheq Rahman; Eleanor Ague; Katie Gorka; Sophia Bruno; Gloria Marrero Chambers; Matt Colsia; Kristina Groennings; Ari Ghasemian - all voting “AYE.”

ADJOURNMENT

Chair Rahman announced that all business matters were now concluded and adjourned the meeting at 7:51 p.m.

Respectfully submitted, Holly Novak - Executive Assistant