

**McLean Community Center
GOVERNING BOARD MEETING
October 28, 2009**

Board Present: Kevin Dent, Vice Chair; Risa Sanders, Secretary; Sean Dunn, Treasurer; Susan Bourgeois; Drew Clark; Lee DiCenso; Jennifer Dunn; Ed Shahin; Angela Wertz; Lori Wertz

Board Absent: David Sanders, Chair

Staff Present: Julie Rasmussen, Executive Director; Clare Kiley, Deputy Director; George Sachs, Intergenerational Programs

Guests Present: Ellen Barial; Jane Edmonson, Office of Dranesville Supervisor John Foust

Convened: 7:30 p.m.

Agenda: Amended to include discussion of the MCC MOU change as part of the Chair's Report. Adopted as amended.

Citizen Comments: None

- **Motion: Approve the Governing Board Minutes of September 23, 2009.**
Carried.

1. Chair's Report: Kevin Dent, Vice Chair

A. MOU Change. In an October 28 email to D. Sanders, Supervisor Foust expressed a reluctance to support at the November Board of Supervisors (BOS) meeting the MOU change that the Governing Board approved on September 23. Foust invited MCC to reply and provide more information.

DISCUSSION. Edmonson said Foust is concerned that youth aged 14 might be able to vote on significant amounts of money; in contrast, youth on the Fairfax County School Board do not have a vote. Foust is very willing to meet with MCC on the MOU change.

R. Sanders said Youth Members of the Governing Board must currently attain age 15 as of the day of the election. The spirit and intent of the MOU is to permit all 9th graders to vote for Youth Members in Governing Board elections. Approximately 25 percent of 9th graders cannot do so at this time. The MOU covers eligibility to run for election and eligibility to vote in elections.

Edmonson said Foust's main concern seems to be that youth members of the MCC Governing Board can vote. The last BOS meeting of the year is December 7; the MOU change can still be addressed in time for the May 2010 MCC Governing Board election.

The Board agreed to request a meeting with Foust about the MOU, with MCC represented by D. Sanders, R. Sanders, S. Dunn, and Rasmussen.

B. Lewinsville Senior Center Renovation. D. Sanders and Rasmussen met with Chris Leonard, Deputy Director, Fairfax County Community and Recreation Services (CRS). Leonard said plans to renovate and expand the Lewinsville Center are on hold, but CRS would be interested partnering with MCC in the future. Rasmussen said the current Lewinsville Center renovation plan does not include a gymnasium, and it is doubtful there would be enough space for a gymnasium as large as the one envisioned for Spring Hill Recreation Center.

Edmonson said the Department of Housing and Community Development's plan includes essentially taking down the Lewinsville Center building, eliminating assisted living, and providing more housing for independent living. This has helped close but has not entirely closed the financial gap.

2. Executive Director's Report: Julie Rasmussen

Rasmussen had Sachs introduce the Board to Ryan Brookes, a new full-time teen center staff member.

Rasmussen distributed MCC T-shirts to the Board members.

A. Event and Program Highlights. Candidates Night drew a full house for the debate between incumbent Vanderhye and challenger Comstock. MCC plans to co-sponsor a candidates night every year and in the future will invite a board representative to welcome the audience. Harvest Happenings attracted more than 300 participants. For MCC's 35th anniversary celebration, staff plans to add 1975-2010 to the new MCC logo and use it on all programs from McLean Day to the fall celebration. Initial program ideas include a 1970s sports event, a concert representing the 1970's, and a professional, star performance in the Alden Theatre.

B. Administrative. Twenty-two applicants for the Board Administrative Assistant position were asked to submit writing samples by October 30. The first round of interviews is scheduled to take place November 5th. Staff members are working with the County Human Resources Department on the recruitment process for the Comptroller position. Additional information on events was provided in the Executive Director's monthly update included in the Board information packet.

DISCUSSION. Dent asked about the success of Artfest from MPA's perspective. Rasmussen and several Board members said they attended Artfest 2009. Rasmussen mentioned that when she spoke with Nancy Perry about the event Perry was very positive regarding the attendance and success of the day. Several Board members said they consider it a great asset to the community. Additional information about Artfest and other MPA activities was provided in the Board information packet.

Dent said that at a public meeting October 15, VDOT presented a proposal to permit right turns only from Ingleside Avenue onto Route 123, 24 hours a day, 7 days a week. Edmonson said VDOT should be providing signage to direct drivers who want to go North on Route 123.

3. Finance Committee Report: Sean Dunn, Chair

The Committee will need the remaining actual dollar amounts that were not available from the County when MCC submitted its FY 2011 budget proposal. The Committee would like to refine the reporting of capital items before the next Board treasurer takes office and, potentially, before the next Comptroller is hired, depending on the Executive Director's schedule.

4. Capital Facilities Committee Report: Kevin Dent, Chair

A. Capital Facilities Projects Update. The staff update report for October was included in the Board meeting information packet. Dent said the completed Grasscrete project shows impressive workmanship.

B. Landscaping. On October 26, the landscape architect met with Dent, DiCenso, Rasmussen, Kiley, McGovern, and several MCC neighbors, who requested enhancements to the proposed landscaping plan and expressed concern that an oak tree is stressed. The architect will prepare another proposal.

Rasmussen said the new proposal will include removing the oak tree and planting a new one, at a cost of approximately \$6,000; and may include taller shrubs to provide a buffer earlier than originally proposed. Total cost may be in the \$15,000 range. The landscape architect is a County contractor; MCC is not required to seek additional bids.

C. Gymnasium at Spring Hill Recreation Center. Dent reviewed recent events concerning the MOU between MCC and the Fairfax County Park Authority (FCPA). In late August 2009, MCC Board and staff representatives met with the FCPA director and two staff members. At the meeting, FCPA staff agreed to the changes they received earlier from MCC regarding the MOU. However, FCPA later returned a redraft that was radically different from what had been discussed. At its October 15 meeting, the Capital Facilities Committee unanimously approved a motion to cease active negotiations with FCPA on the MOU and consider alternative locations.

More recently, Supervisor Foust invited D. Sanders and Dent to meet with him and FCPA Board member Kevin Fay on November 2. The Committee is willing to reengage with FCPA, but it does not want to keep repeating the same kinds of efforts that, after more than a year, have not resulted in agreement.

DISCUSSION. Edmonson said Fay had requested the November 2 meeting.

L. Wertz asked about use of church-owned gymnasiums. R. Sanders said participants in the last resident survey did not respond favorably to a question about holding MCC programs at religious institutions. Dent said the Capital Facilities Committee's efforts have been directed at addressing a need for more gymnasiums in the area, rather than facilitating residents' access to existing gymnasiums.

Board members discussed priorities with respect to facilities. Gymnasium options can still be explored as part of the MCC mission to provide recreational programming; however, the downtown revitalization initiative will require significant attention and may proceed more quickly than expected. The next resident survey will provide an opportunity to better determine what the community wants with respect to a gymnasium and other facilities. The Board has been open minded about a gymnasium and voted to discuss it but did not vote that MCC must have a gymnasium.

Dent said the Capital Facilities Committee will continue discussing future directions at its next meeting. Passage of a motion to cease active negotiations with FCPA would not preclude meeting with Foust and Fay.

- **Motion: That MCC cease active negotiations with FCPA regarding the construction of a gym at Spring Hill Recreation Center, and instead consider alternative locations.** Carried (unanimous).

D. Downtown Revitalization. The developers have discussed and provided sketches of progressively improved plans at two public meetings within the past six weeks. At both meetings, MCC involvement was mentioned, and interest in a black box theatre was expressed. Also discussed was construction of a signature building near the current Starbucks location and a possible presence there for MCC; and the possibility of a plaza where the Old Firehouse Teen Center is located. In general, the developers want to provide a good mix of retail, commercial, cultural, and other space.

Developer Bob Montgomery asked to meet soon with Dent and D. Sanders. The developer might also be asked to attend a Capital Facilities Committee meeting.

The last draft of an MCC proposal for a downtown facility was completed in April 2008. The proposal is good but needs to be revisited. It discussed a black box theatre, rehearsal hall, multipurpose room, and meeting space. The MCC Board needs to continue developing strong justifications for the facilities it would like to have downtown.

DISCUSSION. Dent agreed with R. Sanders that sources in addition to the 2008 proposal should inform the Board's decisions about an MCC presence downtown, but the additional work needed on the proposal should begin soon.

Edmonson said development will proceed in phases. The Giant store has a long lease, and the developers envision that the land on which the Teen Center is sited will remain in County hands. It is not clear who would build on that site or the source of funding.

Zoning changes and changes to the Comprehensive Plan can be requested at the same time.

5. Program Committee Report: Lee DiCenso, Chair

A. Community 5K Race. Sachs provided the Program Committee with an update on the Community 5K, and the Committee agreed to continue hosting it.

B. MCC Centennial Event. The Committee recommends sponsoring an MCC Centennial activity or event. This would not conflict with the October 2010 event MCC is planning as part of its 35th Anniversary celebration; and it would be separate from the Centennial event being sponsored by Celebrate Virginia. The Committee does not envision a large MCC Centennial event; it may be a ceremony with a plaque presentation and perhaps a time capsule to encourage the involvement of children and teens.

➤ **Recommendation: Sponsor an MCC Centennial event and ask staff to explore specific activities for Board consideration.** Approved.

C. Resident Survey. R. Sanders summarized a proposal submitted by Dr. James Witte, Director, Center for Social Science Research, George Mason University. To receive survey results before May 2010, MCC would need to meet a challenging timetable and provide its questions to Dr. Witte by mid-November.

The goal is to ask a set of core questions that would be repeated each time a resident survey is administered, so that trend analysis would be possible; and to include questions about capital expansion projects. Each relevant committee would contribute questions. The recommended limit is 30 questions per participant. Participants would also be asked some demographic questions.

The survey's cost would be approximately the same as the cost of the previous resident survey for essentially the same products. The work would include a web survey that could be completed from any computer and a telephone survey of 600 residents. There would also be an opportunity for teens to respond to questions about the Teen Center. Users of MCC would be asked about satisfaction with programming; 72 percent of respondents on the previous survey had used MCC.

Dr. Witte will ensure that the survey instrument is reliable, but it is up to MCC to provide the content. The December 15 date in the proposal represents MCC's final opportunity to review the survey instrument.

One option is to conduct the survey according to the timeline in the proposal. Another is to first administer a set of questions focused on capital facilities items—for example, ask those questions in January for dissemination of results in March—and conduct the balance of the survey later.

DISCUSSION. R. Sanders said George Mason students would be unable to work on survey administration until January, but the survey could be conducted later than proposed, for example in February or March. Issues include whether survey results should be available before the new Board takes office; how soon results would be needed to inform MCC's planning for a downtown presence; and the reasonableness of the question development schedule in light of the Committees' other work.

Bourgeois asked whether there were any capital facilities questions that needed to be answered soon—for example, in February rather than in May. Dent said construction for downtown revitalization is not expected within the next 12 months; Bob Montgomery might be asked for further clarification at the upcoming meeting.

Dunn asked for clarification about whether George Mason is proposing to obtain 600 completed telephone surveys or to call 600 individuals, and about treatment of incomplete surveys in the analysis.

R. Sanders said she had prepared a document noting areas to be targeted in the survey but had not prepared a first draft. The Programs, Communications, and Capital Facilities Committees will need to frame the survey questions and will need to schedule sufficient time for this, although they do not need to be overly concerned about wording.

After further discussion about timing of the survey, the consensus of the Board was that it is desirable to administer all survey components together, and that receiving results in May is acceptable with respect to MCC's planning needs.

The relevant Committees will submit their survey questions to the Program Committee by no later than December 8. This will enable the Program Committee to submit the questions to Dr. Witte in December. The Program Committee will confirm with Dr. Witte that the Center for Social Science Research can complete final formatting by the end of January; administer the survey in February and March; and provide results in May.

6. Communications Committee Report: Drew Clark, Chair

Clark said the Committee has discussed goals in three broad areas: improvements to the web site, honing the MCC communications strategy, and possible need for sub-logos.

A. Signage. The Committee has been reviewing problems with MCC signs and potential solutions. The Committee now needs specific information about design and material options and recommends retaining a designer to assist with this.

DISCUSSION. Rasmussen said Dolly Madison Library plans to install a new sign; she recommended inviting a library representative to a future board meeting for an update on their constructions plans, including signage. A rough cost estimate for MCC signage design services is \$8,000 to \$10,000. Lighting needs should also be addressed. Staff will determine whether the designer retained would have to be excluded from bidding on the rest of the work. Kiley said the budget includes approximately \$27,000 for a PVC-

type signage product.

- **Recommendation: That funds be approved for a designer to assist MCC in choosing appropriate design and material options for inclusion in a request for quotation for signage replacement, such funds not to exceed \$10,000. Approved.**

B. Board Member Email Accounts. Kiley said MCC has been assured that when Board members reply to mcleancenter.org emails, their actual email addresses will not be revealed in their replies. Staff plans to redirect mcleancenter.org email to Board members' email addresses of record. Any Board members who prefer to use a different email address for this should provide that address to Kiley.

7. Elections Committee Report: Risa Sanders, Chair

Elections Committee business for this month has been addressed as part of the Chairman's Report.

8. Liaison to Friends of MCC: Ed Shahin

The Friends of MCC are providing assistance with a dance to be held November 20. The Friends Board of Directors has been invited to the MCC Annual Potluck Holiday Dinner December 9.

9. Liaison to Seniors: Ed Shahin

Action on recommendations in a recent Commission on Aging report is being delayed because of lack of funding. Shahin attends quarterly meetings of the Friends of Fairfax County Senior Centers as a representative of the Lewinsville Senior Center.

10. Continuing Business: None

11. New Business

A. MCC Support for Artfest. Dunn introduced the following motion:

- **Motion: That MCC Support Artfest 2009 in the amount of \$8,000.**

Dunn said Artfest is popular and can evolve over time. In 2009, Artfest received less corporate and other funding than in the past. MPA reduced its marketing and performance expenses and did not purchase gifts or nice lunches for volunteers. MCC gave MPA \$10,000 the first year, a relatively small amount for MCC but significant to MPA.

DISCUSSION. Dent asked whether Artfest made or lost money in 2009. Dunn said the event approximately broke even but lost some of their corporate sponsors; they are trying

to raise some funds to build their brand. The \$8,000 would be recorded by MCC as expenditure for the current year, and it would be specifically for Artfest. Wertz asked how the \$8,000 figure was determined. Dunn said the MPA director had provided an update on Artfest at the September 23, 2009, Governing Board meeting and he later asked her for financial data.

Discussion followed about current MCC support for MPA. In addition to the physical gallery and office space, MCC provides MPA with repair and maintenance services, cleaning, telephones, utilities, copiers, office supplies, and other in-kind support. MCC staff also process all of the registrations and refunds for MPA classes. MPA gives MCC one-third of participant fees for classes held in Duvall Studio; they do not contribute any of the revenue generated from the children's classes held in MCC meeting rooms. MPA is a separate, 501(c)(3) nonprofit organization. More information about the MCC-MPA working relationship is contained in an MOU between the organizations.

Rasmussen said MCC greatly appreciates Artfest, and that MCC currently provides logistical support for the event, reserving the full center for them on that day as an indoor alternative in case of inclement weather. Responding to a question from Dent, she said it was her understanding artists pay MPA a tent fee, but that they do not pay MPA a percentage of the value of their sales for that day.

Board members expressed a desire to show continuing support for and solidarity with MPA. DiCenso noted the large childrens' art display at Artfest. The event provides exposure to wonderful art whether or not attendees make purchases. More than 600 people visited the gallery during Artfest, many of whom had not previously seen the gallery or MCC.

Kiley said MPA provision of a financial statement to MCC might facilitate further MCC assistance, and that the County may request an MPA financial statement. Bourgeois, referring to the funds being discussed by the Board, said it would be a gift to MPA, not a grant. L. Wertz expressed reluctance to act on the motion without the full Board present.

➤ **Motion Carried** (L. Wertz abstained).

B. Donation of Theatre Tickets. Rasmussen requested approval to provide theatre tickets for an event November 14 sponsored by Langley Residential Support Services, a non-profit organization in the tax district which assists individuals with intellectual disabilities. The event will be held at Supervisor Foust's house. Approved by the Board.

12. Dates for Future Meetings

Capital Facilities Committee: Thursday, November 19, 7:30 p.m.

Finance Committee: Monday, November 9, 7:30 p.m.

Adjourned: 10:25 p.m.

