

**McLean Community Center  
2009-2010 Governing Board Minutes  
May 26, 2010 Meeting**

**Members Present:** David Sanders, Chair  
Risa Sanders, Secretary  
Susan Bourgeois  
Lee DiCenso  
Ed Shahin  
Angela Wertz  
Lori Wertz

**Members Absent:** Kevin Dent, Vice Chair  
Sean Dunn, Treasurer  
Drew Clark  
Jennifer Dunn

**Staff Present:** Julie Rasmussen, Executive Director  
George Sachs, Acting Executive Director  
Clare Kiley, Deputy Director  
Bob Taguding, Comptroller  
Ellen Barial, Board Administrative Assistant

**Guests Present<sup>1</sup>:** Jane Edmondson, Chief of Staff, Office of County Supervisor John W. Foust (Dranesville)  
Newly Elected Board Members:  
Jay Howell  
Craig McKenzie  
Sun Park  
Craig Richardson  
Robin Walker  
Bobbi Bowman, *The McLean Ear*  
Karen Duval, the McLean Project for the Arts (the “MPA”)  
Donna Manz, *McLean Connection*  
Nancy Perry, the MPA  
Julia Walker, Student

**CONVENE MEETING OF 2009-2010 BOARD**

Board Chair David Sanders called the meeting of the McLean Community Center (the “MCC”) Governing Board to order at about 7:45 p.m.

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<sup>1</sup> The list includes guest who signed the guest register or otherwise identified themselves.

## **ADOPT AGENDA**

The agenda for the meeting was adopted unanimously.

## **CITIZEN COMMENT**

Ms. Perry gave an update on a number of recent MPA events, including its spring benefit that met its fundraising goal. She noted that Governor Robert F. McDonnell spoke in support of the arts at the event. Ms. Perry also pointed out that the MPA will prepare a report on its history at the request of the MCC.

Ms. Edmondson announced that the Fairfax County Board of Supervisors had confirmed each of the newly elected Governing Board Members.

Other guests were asked to introduce themselves.

## **APPROVE MINUTES OF APRIL 28, 2010**

Minutes of the April 28, 2010 board meeting were approved unanimously on a motion made by Ms. DiCenso and seconded by Ms. Bourgeois.

## **CHAIR'S REPORT**

### The MPA

Mr. Sanders congratulated Ms. Perry on the MPA's successful fundraising event.

### The MCC Staff Members

At Mr. Sanders' request, Mr. Sachs introduced Mr. Taguding as the MCC's new Comptroller.

Mr. Sanders saluted the MCC staff members for putting on a first class McLean Day, and noted the good reviews he had heard during the event. Mr. Sanders also noted that he thought the attendance was at least 20 per cent larger than any previous McLean Day. In addition, Mr. Sanders acknowledged Peggy Moore for stepping in for Sam Roberts, the MCC's Events Coordinator, to manage McLean Day.

In addition, Mr. Sanders noted the success of the health fair, a new event run by the MCC staff members.

Mr. Sanders gave a note of appreciation to Ms. Rasmussen and Mr. Sachs for working together during the transition.

## Gymnasium

Mr. Sanders indicated that, while the MCC had ended its negotiations with the Fairfax County Park Authority, the MCC is looking at other opportunities to increase recreational space. Mr. Sanders reported that Ms. Edmonson had facilitated a meeting with Kevin Sneed, the head of construction for Fairfax County Public Schools.

Mr. Sanders also indicated that there may be opportunities to partner with one of the Fairfax County public schools in developing a gymnasium.

## The Old Firehouse Teen Center (the "OFTC")

Mr. Sanders also pointed out and thanked Mr. Sachs for the improvements made at the OFTC.

## **ACTING EXECUTIVE DIRECTOR'S REPORT**

Among the items included in his written report, Mr. Sachs highlighted the following:

- The full reimbursement received by the MCC for its claim for expenses incurred in connection with snow removal from the roof of the OFTC (Ms. Rasmussen had filed the claim for reimbursement on behalf of the MCC.)
- The OFTC community service project where the teens made dinners for families at the Ronald McDonald House
- The upcoming planning session on June 7<sup>th</sup> from 1-4 p.m.
- The Friends' upcoming potluck cookout with board and staff members on June 14<sup>th</sup>
- Invitation to board members to visit the OFTC during the day to see recent improvements
- Acknowledgment of the MCC staff members for their roles during McLean Day.

A copy of the Acting Executive Director's Report was included in the board materials.

## **EXECUTIVE COMMITTEE (David Sanders, Chair)**

Mr. Sanders reported that the Committee met briefly in executive session to discuss strategies pertaining to negotiation of the MCC's agreement with the MPA.

## **ELECTION COMMITTEE (Risa Sanders, Chair)**

Ms. Sanders reported on the 2010 election held at McLean Day. Among other things, Ms. Sanders noted that:

- There were 780 adult ballots cast, at least double the number cast in the election last year. Of the adult ballots cast, there were 199 absentee ballots, the largest ever.
- While the record setting attendance at McLean Day helped to increase the number of ballots cast in person, the large number of absentee votes shows that the candidates took the election process seriously.
- Ms. Sanders thought that the additional signage was helpful, and thanked staff members for the quick turn around in getting the signs produced.
- Members of the League of Women Voters served as tellers for the election. When counting ballots, the tellers thought that the rotation system established by the Committee for this year's election worked, although it made counting ballots more complicated. The Board should anticipate some adjustments to the contract next year if we use the League of Women Voters again.

Mr. Sanders thanked Ms. Sanders for the great job she did as the Elections Chair.

## **PROGRAM COMMITTEE (Lee DiCenso, Chair)**

Ms. DiCenso reported on the status of issues pending before the Committee including:

- Progress on the survey: A second draft of survey questions was received from Jim Witte (of George Mason University). The questions were to be reviewed by Ms. DiCenso and Ms. Sanders. They hoped to get the questions completed by the end of the month, but Ms. DiCenso noted that it might take longer.
- Promotion Policy, Section I: The Program Committee took under consideration the issues raised by board members at the April 28, 2010 board meeting. Board members had questions about whether separately organized nonprofit organizations within parochial schools were eligible to participate in the promotion program. After discussion of the issue, the Committee determined that it should go forward with the Promotion Policy, Section I, as it had been presented to the Board at the April meeting. It was the Committee's view that the issues raised would be left to the discretion of the MCC's Executive Director as to whether such organizations should participate in the promotion

program on a case-by-case basis, which authority had already been provided for in the policy. On behalf of the Committee, Ms. DiCenso made the following motion:

**Motion: to accept the Promotion Policy, Section I.**

In response to a question from Mr. Shahin, it was noted that the ticket program for seniors is a separate policy, which would not be affected by the Promotion Policy, Section I.

**Decision:** The motion passed unanimously.

Minutes of the Committee meeting were included in the meeting materials.

**FINANCE COMMITTEE ( Sean Dunn, Chair)**

Since the Finance Committee did not meet during May, there was no report.

**CAPITAL FACILITIES COMMITTEE (Kevin Dent, Chair)**

Mr. Sanders indicated that he had been asked by Mr. Dent, who could not attend the board meeting, to report on the following items on behalf of the Capital Facilities Committee:

- Michael Vardell (who had volunteered to meet with the Committee) gave committee members information on the steps needed for the downtown project from conceptualizing the programs downtown through designing the building. He also talked about doing a feasibility study to deal with such things as parking and other factors affecting use of the downtown site.
- Mr. Vardell laid out timelines for the project including those that might involve a public-private partnership.
- Mr. Dent, Mr. Sachs, and Joe McGovern, the MCC Facilities Manager, met with Carey Needham of the Fairfax County Public Works and Environmental Services Department, to discuss the downtown development project. They were informed that Fairfax County staff members are willing to help with the downtown development project in any way they can. For example, Ms. Needham had served as construction manager for the Duval Studio construction.
- The Committee wants to reach out to get community input regarding how the downtown space should be used. The survey being developed will help to provide that input.

Minutes of the Committee meeting were included in the meeting materials.

## COMMUNICATIONS COMMITTEE (Drew Clark, Chair)

In absence of the Committee Chair, the following discussion took place:

- Ms. L. Wertz recommended that the unfinished signage project be given to the 2010-2011 Communications Committee for further action.
- Ms. DiCenso commented on the further recommendations that had been made to the Board:
  - Follow through on the previous recommendation to send the set of ten criteria<sup>2</sup> to John Forgy and Schum and Associates;
  - Seek additional work from Forgy, Schum, and Innovative to arrive at signs that the Board is happy with; and further
  - Authorize staff members to negotiate reasonable rates with Forgy and Schum to compensate them for the additional work.
- Ms. L. Wertz pointed out that each of the designers had not been given the same criteria.
- Ms. Bourgeois asked whether the recommendation to seek further work was because the third designer's signs were not acceptable. Ms. L. Wertz indicated that that was the case
- Ms. Rasmussen indicated that the MCC would need to check with Fairfax County regarding any lighting changes.

Minutes of the Committee meeting were included in the meeting materials.

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<sup>2</sup> The Committee drew up the following set of criteria:

1. The sign should have 4 lines of text or the equivalent for events.
2. The sign should have a non-institutional feel that fits into the surrounding community (elegant but not stuffy).
3. The sign should incorporate the new logo.
4. The text within the sign needs to be easily changeable.
5. The existing super structure may be used, but with a preference for refinishing it; the sign must be durable.
6. Signage should include allowance for McLean Central Park and Dolley Madison Library.
7. An important part of the sign is to feature upcoming events.
8. The sign should reflect MCC's personality.
9. The trailblazers should be consistent with the larger sign.
10. The design should incorporate illumination.

### **FRIENDS OF THE MCC (Ed Shahin)**

Mr. Shahin gave a report on the recent Friends election. Among other things, Mr. Shahin noted that outgoing MCC Governing Board member Lori Wertz had been elected to the Friends Board.

Mr. Shahin also reminded board members of the Friends' invitation to its June 14<sup>th</sup> picnic.

### **LIAISON TO SENIORS (Ed Shahin)**

Mr. Shahin noted the upcoming 27<sup>th</sup> anniversary of the Lewinsville Senior Center. He also reminded the Board of the Program Committee's agreement to include an item in the Program Guide to point out the MCC's senior programs, include a link on the MCC's website to the senior programs offered by the Senior Center, and to display 25 copies of the Senior Center's program guide in the MCC's lobby.

### **NEW BUSINESS**

None

### **RECOGNITION OF OUTGOING BOARD MEMBERS**

Mr. Sanders recognized outgoing board members for their service on the MCC Governing Board. Each board member whose term expired was given a traditional Jefferson cup inscribed with his or her name and most recent term on the Board. Mr. Sanders made the following comments:

Mr. Shahin: Mr. Sanders thanked Mr. Shahin for his service on the Board over the last four years. Mr. Sanders indicated that he learned a good deal from Mr. Shahin about the issues related to seniors, and was sorry to see him leave the Board. However, Mr. Sanders pointed out that Mr. Shahin would continue to have contact with the Board through his service with other community organizations.

Ms. L. Wertz: Mr. Sanders thanked Ms. Wertz for her service on the Board and the perspective she brought to the Board. He pointed out that Ms. Wertz often gave board members a good reality check on a planned course of action.

Ms. A. Wertz: Mr. Sanders indicated that he was incredibly impressed by Ms. Wertz's insight and experience. He noted that Ms. Wertz, as a youth board member, spent numerous hours working with the Board. Mr. Sanders also pointed out that he was glad to have had her input during the planning session where Ms. Wertz had been a big contributor.

Ms. Sanders also indicated that she was impressed by the poise and preparation shown by both Ms. A. Wertz and Ms. Dunn, as teen members of the Governing Board.

Ms. Dunn: Mr. Sanders pointed out that in her two years of service on the Board, Ms. Dunn had shown the poise, diligence, and preparation needed for serving on the Board.

Mr. Clark: Mr. Sanders acknowledged Mr. Clark for his service on the Board. He especially noted Mr. Clark's thoroughness in everything he approached during his work on Governing Board projects.

Mr. Sanders noted that Mr. Dent, whose term also expired this year, had been reelected to the Board.

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## **ADJOURNMENT**

The final meeting of the 2009-2010 board meeting adjourned at 8:50 p.m.

Respectfully submitted,

Risa E. Sanders  
Secretary