

**McLean Community Center
GOVERNING BOARD MEETING
1234 Ingleside Ave., McLean, VA 22101
December 10, 2008; 7:30 p.m.**

Members Present: Jan Auerbach, Chair; Drew Clark, Kevin Dent, Lee DiCenso, Jenni Dunn, Sean Dunn, Thomas Meyer, David Sanders, Risa Sanders, Ed Shahin, Lori Wertz

Staff Present: Julie Rasmussen, Executive Director; Clare Kiley, Deputy Director; Carol Pardon, Administrative Assistant

Guests Present: Kitty Gonzales, Nancy Perry, Karen DuVal, McLean Project for the Arts (MPA)

Convened: 7:37 p.m.

Agenda adopted.

Citizen Comment:

- **Nancy Perry** introduced **Kitty Gonzales**, the new Chair of the McLean Project for the Arts. Formerly, she was the Vice Chair. Gonzales said she has been involved with the MPA for ten years. The MPA is reviewing its strategic plan to determine the direction of the organization for the next five years. An e-mail survey is being conducted, the results of which will be incorporated into the strategic plan.

Minutes of October 22, 2008, were approved as submitted.

Chair's Report: Jan Auerbach

- Parade: Auerbach circulated the brochure from the McLean Community Players that they handed out to onlookers during the First Annual Holiday Parade. She reported that there was an impressive turnout for the event, particularly given the sudden change in weather. She said the MCC's co-sponsorship was recognized, and that the McLean Community Players participated.
- Auerbach and Rasmussen met with Kemal Kurspahic and Mike DeCicco from *The Connection* newspapers. Editor Kurspahic indicated he was very interested in promoting local events.
- Strategic Plan: Auerbach met with Rasmussen to go over the last version of the Strategic Plan, and has requested that staff indicate which of the staff's action items have been accomplished. She asked the Program Committee to follow up on Goal #2, action items #5 (New Year's Eve party) and #6 (large-scale event), at its January meeting and develop proposals. She asked the Election Committee to follow up on Goal #3, action item #1, regarding recruiting efforts for Board candidates and additional voting locations/dates.

Executive Director's Report: Julie Rasmussen

- Easement: In response to a letter from a homeowner, Rasmussen has contacted the County for clarification concerning a ten-foot easement on the MCC's property.

- Gym: Rasmussen met with John Dargle, the new Director of the Fairfax County Park Authority regarding the gym project. She said that the MCC has prepared a draft programming schedule for the gym with placeholder listings, per FCPA's request. They have a copy of the draft document. In response to a question from R. Sanders, Rasmussen said the guiding elements she used in approaching the schedule were to avoid conflict with FCPA classes, come up with diversified programs, provide for current MCC programs that need additional space, reserve time for MYA, and include some time for drop-in basketball. She said a schedule would be developed in much greater detail down the line if the project comes to fruition. In response to a question from Dunn, Rasmussen said that the gym would provide opportunities for more sports-oriented activities for teens in the Teen Center drop-in program as well as attract more teens.
- Upcoming Projects/Meetings: Rasmussen said she is talking with Zook and Associates about the Strategic Planning session on Saturday, Jan. 31. She is going over the Board's priority list of projects and will put together a timeline for the revitalization and expansion analysis. Tomorrow (Thursday, Dec. 11) staff will meet with Ron Tuttle on storm water management. (See Capital Facilities report.)
- Employee Furlough: The Governing Board decided at the October Board meeting that, since the MCC is supported by a separate tax, the MCC not observe the County Executive's request for government employees to take a day without pay on Friday, Jan. 2. Rasmussen said the County is again requesting that the MCC support the furlough as a show of solidarity with County staff. She said that joining in the furlough would help the MCC's relationship with the County, which provides the MCC with considerable administrative support. She added that since a camp and a performance (Capitol Steps) are already scheduled for that day, the programs would continue and the employees involved would take a furlough on a different day during the same pay period. It was made clear by a number of Board members that this furlough would be considered as a one-off only.
 - **Motion: Approve a one-day furlough for MCC staff.** Approved by the Board (three opposed).

Executive Committee: Jan Auerbach, Chair

- MCC/MPA Agreement: Kevin Dent reported that the latest draft of the revised MCC/MPA Agreement discussed by the Committee with some input by MCC staff has been delivered to Nancy Perry. It includes a couple of things objected to by Perry; i.e., the MCC holding the Antique Show one weekend a year in the MPA space upstairs, and requiring the MPA to hold the galleries open on some evenings and weekends in exchange for eliminating MPA's payment obligations to the MCC for class revenues. These revenues average \$20,000 - \$22,000 a year. [Perry doesn't object to the concept of longer hours; they are still working out the details.]

Capital Facilities Committee: David Sanders, Chair

- Water Infiltration Inspection: SWSG contractors provided a report on deficiencies in the MCC facility related to water infiltration. Some deficiencies are major and some are minor, D. Sanders reported. Approximately ten of the items can be addressed immediately. Auerbach asked that extending the walk to Oak Ridge Avenue be addressed as well.

➤ ***Recommendation: Accept SWSG’s water infiltration inspection report and authorize staff to develop a plan and then implement it. Address the concrete walk as well.***
Approved by the Board. (Dunn abstained because the report wasn’t included in the Board packet.)

- **Storm Water Management:** In response to a question from Clark, D. Sanders said that the MCC staff is meeting Thursday, Dec. 11, with the staff of Ron Tuttle, the County’s environmental expert. The cost estimate for implementing the deep root silva cell system in the parking lot turned out to be much higher than expected.
- **Parking Lot Entrance:** In response to a question from Clark, Auerbach said that making changes to the parking lot to improve traffic flow turned out to be unfeasible.
- **Teen Center Doors:** The Committee looked at four options to replace the rotting garage-style doors at the Old Firehouse Teen Center and made the following recommendation:
Recommendation: Option 1: Replace two existing doors with storefront windows and two existing doors with painted CMU [cinderblock] at an estimated cost of \$29,500.

Considerable discussion ensued. Shahin expressed a preference for Option 2: “Replace four existing doors with storefront window assembly (estimated cost of \$43,500),” and introduced it as a motion but it was superseded without vote by a motion to table the subject (see below). Rasmussen said that a storefront with all glass may generate additional requirements from the County.

Meyer commented that we are considering putting a lot of money into the OFTC, and asked how much longer we were going to be in the building. Auerbach said three years might be an optimistic guess. Both she and D. Sanders addressed the slowdown in the plan to revitalize downtown McLean. [A proposed new downtown MCC facility which would incorporate a teen center has been tied to this project.] Sanders commented that Dan Montgomery, who owns the downtown area which would undergo revitalization, has hired a planner to do additional market research. Auerbach said that the planner is supposed to identify two different concepts by the end of January, and that there may be conceptual designs by the public to see by the summer.

Dunn said he wanted information about insulation and possible requirements for electrical outlets. D. Sanders said the current doors make the OFTC look like an eyesore, and that it gives the impression that the MCC is not a good steward, which could have ramifications for the future. Rasmussen said the actual replacement work cannot be done in the winter. Dunn put forth the following:

➤ ***Motion: Table the Committee’s recommendation regarding the replacement of the OFTC doors.*** Approved by the Board (two opposed).

- **Spring Hill Gym:** D. Sanders said that Cheryl Patten from Supervisor John Foust’s office attended the Committee meeting. He said a clear message from Park Authority staff is not being communicated, either in terms of the gym design or in terms of items that would be covered in an MOU between the MCC and the FCPA. The FCPA staff was advocating a buffer between the recreation center and the gym, so that classrooms could be built in the space at some time in the future. To do this, an existing road and utilities would have to be

moved, which would increase the cost to the MCC. Rasmussen advocated having the gym about the recreation center. Rasmussen, Auerbach, and D. Sanders met with Supervisor Foust to ask that the FCPA be consistent in their communications and drop the idea of the buffer space for classrooms.

Auerbach said she asked Foust about the \$750,000 (included in a bond) that Jane Edmondson had speculated would be used for site work for the gym. Foust said he wants to keep the money for the Spring Hill Recreation Center but not for the gym. The FCPA may want to use the money for classrooms. She said that Foust told Dargle not to use the money for classroom expansion if this is a deal breaker for the MCC. Foust really wants the gym, but he has no authority over the FCPA, she said, adding that the Governing Board has said it wants to fund all of the gym if it funds it at all. R. Sanders remarked that the Board has spent countless hours on the gym without having yet determined if it is a part of the MCC's mission. D. Sanders said that all we've agreed to do is investigate the possibility of building a gym at Spring Hill, and to investigate it thoroughly.

Auerbach said that there are several pieces that must come together: cost and control considerations, changing the MCC's mission statement to include active recreation, and operating costs. She said she is hoping the Board can make a decision after the strategic planning session. D. Sanders said that it has been communicated to the Dranesville Supervisor not to raise unrealistic expectations. He added that the Governing Board is speaking with one voice through Rasmussen, and that she is now talking directly with the FCPA Director.

Communications Committee: Drew Clark, Chair

- Logo: A new set of logos will be presented by Schum and Associates at the Committee meeting on December 17. Clark extended an invitation to all Board members to attend.
- Community Calendar: The Community on the MCC's Web site is ready to go. There are still some edits to be made to the letter to community organizations.
- E-Mail Communications: The Committee has asked staff to provide a report on efforts to expand and categorize e-mail lists of patrons.

Survey Subcommittee: Risa Sanders, Chair

- The Subcommittee met to discuss whether or not another customer survey should be conducted, what the advantages and limitations of a survey are, and what questions should be asked. The general consensus of the Subcommittee was that a survey would be useful as a measure of consumer utilization and satisfaction, and that information from non-users as well as users was valuable. The Subcommittee will meet again to address the parameters of the survey and how it would be structured to be the most useful.

Program Committee: Ed Shahin, Chair

- AARP Donation: Shahin announced that the McLean chapter of the AARP is disbanding and that it will donate \$1,000 to the MCC. Shahin is asking for recommendations from the Board and staff as to how to use the donation.

- Other: MCC's performing arts director Sarah Schallern is the MCC contact with the Palladium Green. Shahin said he wants to explore sponsoring a senior dance with the Loudoun Jazz Ensemble. He also wants to explore having a subcommittee for teens and a subcommittee for seniors.

Finance Committee: Kevin Dent, Chair

- The Finance Committee did not meet. At the next meeting the Committee will discuss a schedule for the budgeting process, liability insurance, and giving the Executive Director authority to proceed to act on emergencies that cost \$10,000 or less. It was announced that the MCC will be advertising for a new comptroller.

Liaison to Friends of the MCC: Lori Wertz

- The Friends are continuing to discuss ways to recruit new members. They are looking into doing a gala event with a band.

Continuing Business: None.

New Business:

- Rasmussen said the MCC is very short-staffed at the moment. Out of 21 Merit positions, three are vacant. Among 6 part-time positions, 2-3 are vacant. [Subsequently, the number of part-time Merit positions was counted at 12.]
- Shahin reported that five senior centers/residences want Alden Theatre brochures, and that he is working on getting the names of businesses that will accept the brochures.
- January Meeting Dates:

Survey Subcommittee:	Wednesday, Jan. 7, 7:30 p.m.
Program Committee:	Wednesday, Jan. 14, 7:30 p.m.
Communications Committee:	Wednesday, Jan. 21, 7:30 p.m.
Capital Facilities Committee:	TBD
Finance Committee:	TBD
Monthly Board Meeting:	Wednesday, Jan. 28, 7:30 p.m.
Strategic Planning Session:	Saturday, Jan. 31, all day (hours TBD)

Adjourned: 9:50 p.m.

Respectfully submitted,

Sean Dunn, Secretary