

**2021-2022 MCC Governing Board
Special Called Meeting
May 31, 2022 6:30 p.m.**

Running Notes of this meeting proceedings.

Board Members present: Barbara Zamora-Appel; Lisa Mariam; Bill Glikbarg; Carla Post; Melanie Sletten; Maria Foderaro-Guertin; Rasheq Rahman; Max Blacksten; Suzanne Le Menestrel

Board Members absent: Shivani Saboo; Ivy Chen

MCC Staff present: Daniel Singh; Executive Director; Holly Novak, Executive Assistant

Guests: None.

CONVENE MEETING

Chair Zamora-Appel convened a Special Called Meeting of the Governing Board of the McLean Community Center on May 31, 2022, at 6:32 p.m. This meeting was open to the public attending in-person. No one from the public was present.

ADOPT AGENDA No changes were requested to the proposed Agenda; it was adopted by acclamation.

STRATEGIC PLAN TIMELINE; ADDITIONAL FUNDING REQUEST

Tonight there will be a vote on the strategic plan timeline and the request for additional funding to AMS.

June 3 – final date for Board comments; ads and marketing to the public begin.

Question: Is the board going to look at them before publishing? No. Public comments accepted until July 3- then window is over

Question: When are the ads going up? By when must the public provide their comments?

At July 6 meeting + surveys. Between July 6 and 13 AMS will gather up the data.

Question: Can the Board have another week to review comments? Michele Walter doesn't expect a lot of comments.

July 6 – Public Hearing

July 8 – information from AMS due to Governing Board for courtesy advance review

Clarification by Chair Zamora-Appel: Whether we or Daniel reach out to Michele Walter at AMS, we need a commitment to have everything to the board by July 8. If one or two board members continuing are present for quorum and institutional knowledge, we can shepherd this along. We need a majority of four more people to commit to a quorum July 13. AMS must work with the board in order to get this done. Let's hope there are no major issues.

July 13 – Governing Board workshop with MCC staff and AMS to vote on the Strategic Plan

Five new board members will be sworn in by then. This July 13 date may be problematic – ZOOM is available for a virtual connection on July 13, but a quorum of six must be present in-person. AMS consultant Michele Walter will not be available after July 13 until September. Ms. Novak was asked to contact the newly-elected board members to make sure they can attend (the whole list of dates).

The "remote participation" policy for MCC Governing Board is still in effect – requiring a quorum of 6 present in-person and all public comment in-person. A completely 'virtual' meeting on ZOOM is not possible because that is not this board's current policy.

Clarification by Chair Zamora-Appel: The issue here is the notion of review and governance. If Michele Walter can't be here, then AMS colleagues could be involved--Rebekah Boggs; Meg Friedman. If not, we will have to postpone it to September – and then we won't get into the FY24 budget. We don't know if the new board members will be available on July 13.

Clarification by Executive Director Singh: I wouldn't worry about that. You're not going to get that much difference. What



you need is to figure out is when the board will receive the revised report. The July 13 date was included in their candidate packets – so the new people have already received advance notice of this forward date.

ACTION ITEM: Holly Novak will notify the newly elected board members of these upcoming dates. Hopefully we will have a quorum in-person on July 13.

ACTION ITEM: Daniel will check with AMS about July 8 due date for AMS getting materials to the board for advance review.

ACTION ITEM: Ask county attorneys if an all virtual meeting is possible on July 13 – or if it must remain “Remote Participation” method. Let the board know what is the best path forward? If there is a better way for this board going forward, then we will adjust our meeting policy.

MOTION: To increase funding for AMS by \$6,000 with the addition of two new meeting dates: July 6, 2022 and July 13, 2022.

Approved by a vote of 8:

Barbara Zamora-Appel; Bill Glikbarg; Carla Post; Melanie Sletten; Max Blacksten; Maria Foderaro-Guertin; Rasheq Rahman; Suzanne Le Menestrel – all voting “AYE.”
Lisa Mariam was absent during this vote (at this early point in the meeting).
Ivy Chen and Shivani Saboo were absent.

UPCOMING TRANSITION TO 2022-2023 GOVERNING BOARD (issues/questions)

1. Can you send the future meeting dates to the Fairfax County Public Announcement Calendar? And also send Outlook calendar invites to the board members for all future meeting dates.
2. Can Fairfax County switch the ‘sponsorship’ of our county e-mail addresses?
3. Is there a way that someone on staff can check for any back e-mails that may have come to Maria Foderaro-Guertin’s attention? All of December/January/February emails – she never received on the county e-mail address.
4. For those rotating off the board, the FOIA training said you would have to retain the records for a period of time. Any e-mail account that you created for MCC – must be retained for seven years. You only must keep the official e-mails (MCC related). Retaining of records is only for MCC-related stuff (no SPAM) – just anything that was sent to you or that you were cc:’d on.

**Rasheq asked if there would be a contact through Supervisor Foust’s office for IT assistance. He said the IT Help Desk people are very helpful but this is more of a policy issue.*

ACTION ITEM: Ask county IT about the policy of how long to retain MCC-related documents for those board members rotating off.

CLOSED SESSION

Chair Zamora-Appel announced that this meeting would now transition into “Closed Session.” She read aloud the following MOTION to go into “Closed Session” and took a vote on it:

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 discussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance,



demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the McLean Community Center Governing Board. The subject matter to be discussed and considered is the job performance review of a specific member of the McLean Community Center staff.

Vote to go into “Closed Session”: Approved by a vote of 9

Barbara Zamora-Appel; Lisa Mariam; Bill Glikbarg; Suzanne Le Menestrel; Carla Post; Melanie Sletten; Rasheq Rahman; Maria Foderaro-Guertin; Max Blacksten – all voting “AYE.”
Ivy Chen and Shivani Saboo were absent.

After the MOTION was stated aloud and voted on, all members of the public and MCC staff were asked to now exit the room. There were no members of the public present. Daniel Singh and Holly Novak left the room. Only MCC Governing Board members remained in the room.

Closed Session began at 6:55 p.m.

Closed Session ended at 8:45 p.m.

RECONVENE INTO PUBLIC SESSION

Chair Zamora-Appel announced that the public and MCC staff were now welcome to re-enter the room. Only MCC staff re-entered the room – no one from the public. The cleansing MOTION to reconvene into Public Session was stated aloud by Chair Zamora-Appel 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 the public business subject matter as identified in the motion by which the Closed Session was convened was heard, discussed, or considered in Closed Session.

Vote to come out of “Closed Session”: Approved by a vote of 9

Barbara Zamora-Appel; Lisa Mariam; Bill Glikbarg; Suzanne Le Menestrel; Carla Post; Melanie Sletten; Rasheq Rahman; Maria Foderaro-Guertin; Max Blacksten – all voting “AYE.”
Ivy Chen and Shivani Saboo were absent.

No other topics were mentioned for further discussion this evening.

ADJOURNMENT

Chair Zamora-Appel announced that the meeting is now concluded. Chair Zamora-Appel asked for a MOTION to adjourn (it was unanimously affirmed) and adjourned the meeting at 8:47 p.m.

Respectfully submitted,
Holly Novak - Executive Assistant