

**McLean Community Center
Meeting of the 2017-2018 Governing Board
July 26, 2017**

MINUTES

- Board Members Present:** Laurelie Wallace, Chair; Paul Kohlenberger, Vice-Chair; Desi Woltman, Secretary; Merrily Pierce, Treasurer; Julie Waters; Jennifer Rossman; Alicia Plerhoples; Alex Camus; and Elizabeth Johns
- Board Members Absent:** Kat Kehoe and Caroline Brunner
- Staff Members Present:** George Sachs, Executive Director; Ashok Karra, Comptroller; Robin Walker, Social Media Editor; Sarah Schallern, Director of The Alden
- Guests:** Chad Quinn, Former Governing Board Chair; Whitney Quinn; Kendall Quinn; Mike Scott, McLean Community Players; Kevin Lu; Mother of Kevin Lu

CONVENE MEETING

Ms. Wallace convened the final meeting of the 2017-2018 Governing Board of the McLean Community Center (MCC) on July 26, 2017 at approximately 7:36 p.m.

ADOPT AGENDA

The meeting agenda was approved unanimously.

PUBLIC COMMENT

- Mr. Mike Scott introduced himself as representing the McLean Community Players organization.
- Mr. Chad Quinn (with family members in attendance, Whitney and Kendall) introduced himself as the former Governing Board Chair and spoke about how proud he was to have served on the MCC board during a time of many changes and projects with the Community Center. George Sachs Executive Director of the Community Center presented Chad Quinn with several awards for his tenure of six years on the board in various roles from CFC Committee Chair, Finance Committee Chair, ENC Committee Chair, Communications Committee Chair, Executive Committee Chair and Board Chair. Current board members took turns thanking Quinn for his tireless dedication, leadership and commitment to the board during his six years of volunteer service for 2011 to 2017.

APPROVE MINUTES OF JUNE 7, 2017 FINAL BOARD MEETING OF 2016-17 GOVERNING BOARD AND THE JUNE 7 INITIAL MEETING OF THE 2017-18 GOVERNING BOARD MINUTES

The June 7, 2017 Final and Initial Governing Board minutes, as amended, were approved unanimously.

CHAIR'S REPORT/EXECUTIVE COMMITTEE - Laurelie Wallace, Board Chair

Ms. Wallace reported that all board members should now have their sign on usernames and temporary passwords for their new Fairfax County email. If board members have any future questions or feedback, please address them to Robin Walker (robin.walker@fairfaxcounty.gov) who is here today in place of Ellen Barial while she is out on leave. Ms. Wallace, assisted by other board members and staff, reviewed and discussed the summer events including The Alden's Sunday Summer Concerts in the Park and the 4th of July Fireworks Celebration at Churchill Road Elementary School. After the discussion, a recommendation was made by the board members to look into having the summer concert schedule fans distributed to the public at the local community pool swim meets and McLean Little League games.

The next Executive Committee meeting is scheduled for Wednesday, August 2 at 6 p.m. and the next Governing Board meeting is on Wednesday, September 27 at 7:30 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

EXECUTIVE DIRECTOR'S REPORT - George Sachs Executive Director

Sachs reviewed his monthly report to the Governing Board and shared recent publicity materials. His reformatted written report is shown below:

Internal Alignment

- Renovation Project Progress Report Reviews are now being held every two weeks at the construction site. (July 11 and 25 this month.) So far on schedule and proceeding with demo and site work. Pictures are going up on our website and attached to our e-news and partner news media as well.
- "Tell us what you think" comment boxes are at our three locations. (Admin. Office, Program Space, Old Firehouse)
- Thanks to all Board and Staff members who attended the 2017-2018 Annual Planning Session on July 6th at the Old Firehouse. Committee goals were discussed and will be set in motion when committees have a chance to meet and finalize their goals and measures for the year.
- July 4th Fireworks comment from the County Fire Marshal – "Thanks for making my job ease. In my seven years of doing firework shoots and events associated with July 4th, you guys are far and away the most organized I have dealt with. It's obvious from the plans submitted and preparations at the site that the event is taken very seriously. I appreciate all that you and Catherine do in making the event safe and fun for all." Inspector Garry Martin.
- Our very own **Paul Kohlenberger** has been honored as recipient of the 2017 '**Friend In Deed**' Award from the Friends of the McLean Community Center.
- Another one of our own **Caroline Brunner** was honored for her achievements in obtaining the **Girl Scout Gold Award** which is the organization's highest award.

External Alignment

- Our Summer Sunday Concert in the park was kicked off this month with concerts on July 2, 9, 16, 23, 30, and an added attraction on August 6th. Here is a quote from one of the performing groups: "Thank you SO much for your competent, kind, attentive work on Sunday. We truly enjoyed ourselves and appreciated getting exposure to a new audience near our home base. Please send a special thank you to Justin. His incredible work made our jobs

way easier. We could just think about the music and the audience since the system/environment worked so smoothly!”

- July 4th Fireworks went as well as could be expected and the weather was cooperative for us even though there were storms all around us at the time of our shoot. Laurelie did a great job of welcoming the community and giving a quick update on the center’s progress and the continuation of our services at our temporary locations.
- Summer classes and camps are going well with full attendance and participation all around.

Financial Stewardship

- Our fiscal year 2017 came to an end on June 30 and the year-end numbers are close to being finalized and reconciled with county records.
- Ashok and I are currently meeting with each department head to discuss reviewing their 2017 actual numbers to assist in preparation of their FY2019 budgets.

ELECTIONS & NOMINATION COMMITTEE (ENC) - Kat Kehoe, Chair

ENC Committee had no comments for the month of July. The next ENC Committee meeting is scheduled for Thursday, August 3 at 6 p.m. at MCC’s Administrative Office, 6631 Old Dominion Dr. McLean, Va.

CAPITAL FACILITIES COMMITTEE (CFC) - Paul Kohlenberger, Chair

Kohlenberger reported on attending the regular meetings of Ingleside Renovation/Construction team. Presently, the items that are of concern are an exterior door and a nonworking sump pump.

The next CFC Committee meeting is scheduled for Tuesday, August 1 at 8 p.m. at MCC’s Administrative Office, 6631 Old Dominion Dr. McLean, Va.

COMMUNICATIONS COMMITTEE - Jen Rossman, Chair

Communications Committee had no comments for the month of July. The next Communications Committee meeting is scheduled for Monday, September 11 at 6:30 p.m. at MCC’s Administrative Office, 6631 Old Dominion Dr. McLean, Va.

FINANCE COMMITTEE - Merrily Pierce, Chair

Finance Committee had no comments for the month of July. The next Finance Committee meeting is scheduled for Tuesday, August 1 at 7 p.m. at MCC’s Administrative Office, 6631 Old Dominion Dr. McLean, Va.

PROGRAM COMMITTEE - Desi Woltman, Chair

Program Committee had no comments for the month of July. The next Program Committee meeting is scheduled for Tuesday, August 15 at 6 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

LIAISON TO FRIENDS - Laurelie Wallace, Board Chair

Wallace will remain as the Governing Board Liaison to the Friends of the McLean Community Center for this board year. She encouraged all board members to sign up as a new or renewed member of Friends for this coming board year.

The next Friends meeting is TBD in September at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

OLD/NEW BUSINESS - Laurelie Wallace, Board Chair

Wallace reminded the Board members to be careful not to have three or more Governing Board members meeting (including emails) in a public place which constitutes a public meeting under Sunshine Law. This law requires a public notice of at least three working days in advance of the meeting so that the general public can attend.

Wallace led a discussion of the Sun Gazette's July editorial article in which the Old Firehouse was mentioned. After a lengthy discussion from the board members, an agreement was reached to involve our own PIO Department Director Sabrina Anwah, to help with contacting the local papers to write a positive article on the history of the Old Firehouse by suggesting a "Myth Buster" fact based format. It was suggested that this article appear in the local papers about the same time as the back-to-school nights are happening in the community and sometime after the annual Old Firehouse Block Party event had occurred.

ADJOURNMENT

There being no further business, Ms. Wallace adjourned the meeting at approximately 8:51 p.m.

Respectfully Submitted,
Desi Woltman, Secretary MCC Governing Board