

McLean Community Center
Regular Meeting of the 2017-2018 Governing Board
December 13, 2017

MINUTES

Board Members Present: Laurelie Wallace, Board Chair; Paul Kohlenberger, Board Vice Chair; Desi Woltman; Merrily Pierce; Alicia Plerhoples; Kat Kehoe; Caroline Brunner; and Elizabeth John

Board Members Absent: Jennifer Rossman; Alex Camus; and Julie Waters

Staff Members Present: George Sachs, Executive Director; Ashok Karra, Comptroller; Robin Walker, Social Media Editor

Guests: Deb Bissen, MPA Director of Communications & Development

CONVENE MEETING

Ms. Wallace was detained at her home for the first 40 minutes of the board meeting due to a broken water pipe so Mr. Kohlenberger convened the meeting of the 2017-2018 Governing Board of the McLean Community Center (MCC) on Wednesday, Dec. 13, 2017 at approximately 7:38 p.m.

ADOPT AGENDA

The meeting agenda was approved unanimously.

PUBLIC COMMENT

General comments were made by Ms. Bissen, MPA Director of Communications & Development about the team work she received from Ms. Maggie Shea, MCC General Programs Director and others in writing the art classes/programs for the Winter/Spring 2018 session. She mentioned MPA's appreciation of being included in the October 14 Pop-up Matt Haimovitz Cello concert event in their gallery space.

Additional comments were made about MPA's current exhibit, *Nature as Prototype*, which aims to examine the role of nature and biology as a source of inspiration for art and design. The artists included in this exhibition—Adam Nelson, Yoko K., and Grethe Wittrock—will collaborate to create an immersive environment that explores the changing nature of our relationship to the natural world.

MPA upcoming shows will open on Thursday, Jan. 11, 2018 at their gallery on Chain Bridge Road. The show is called *Methods of Inquiry: Fields of Discovery*, which is a curated exhibition featuring 4 – 6 artists whose work is

influenced by science. The next show to open is the annual *Youth Art Exhibitions* for both McLean and Langley School Pyramids which is scheduled to open in mid-March 2018.

APPROVE MINUTES OF OCTOBER 25, 2017 REGULAR MEETING OF THE 2017-18 MCC GOVERNING BOARD

The October 25, 2017 Governing Board Regular meeting minutes were approved unanimously.

CHAIR'S REPORT/EXECUTIVE COMMITTEE –Paul Kohlenberger, Vice-Chair

In Ms. Wallace absence, Mr. Kohlenberger reported that the James C. Macdonald Performance Arts Scholarship Competition will not occur this year due to the Ingleside renovation. He also reported that a proposed meeting with Supervisor Foust to discuss the Old Firehouse lease agreement with Fairfax County has yet to be arranged because of the many conflicts with various work schedules and the holidays. Hopefully, a date will soon be secured in Jan 2018.

The next Executive Committee meeting is scheduled for Monday, Jan. 8 at 7:30 p.m. and is open to all board members. The next Governing Board meeting is scheduled for Wednesday, Jan. 24 at 7:30 p.m. at MCC's Administrative Office, 6631 Old Dominion Dr. McLean, Va.

EXECUTIVE DIRECTOR'S REPORT - George Sachs, MCC Executive Director

George Sachs reminded all board members and their families to attend a holiday board and staff open house at Robin Walker's home in McLean on Saturday, Dec. 13 from 1-4 p.m. Mr. Sachs read his written report which is unedited and shown below:

Internal Alignment

- Notice of Call for Focus Group Participants went out in our December 6th e-news. The Alden wants to know what we can do better. In the coming weeks, we will be distributing a short survey to our tax district residents and would appreciate taking a few minutes to complete it. In January, we will conduct focus groups in hopes to improve our services.
- Please look at our final draft Annual Plan Goals & Measure for this year. Thanks to Robin for stepping in to help assemble the information from each committee.
- Holiday Party Change – Sorry for any confusing information but the new date is Saturday December 16th just drop in between 1pm to 4pm at Robin Walker's beautiful home here in McLean. Please confirm by tonight with Robin.
- Bi-Weekly Construction meetings continue to provide updates and tracking of the renovation project. It has been very helpful to follow along and to catch a few things as we go. Although we are tracking about a week and a half behind schedule, we will more than make that time up with the some of the interior work scheduled.

External Alignment

- Coming up this Saturday December 16th 9:30am – 11am Breakfast with Santa at St. Luke’s School. This is a sold-out event at 184 maximum participation.
- Performing Arts put on Amazing Max Magic workshop as part on the Alden’s master class series designed to give residents a quality participatory performing arts experience. We had our first fall children’s production of “Peggy the Pint-Sized Pirate”. Ten Actors between age 8 and 9 did two performances. Parents comments – “My daughter loved this program. I think it was great for her self-esteem.” “It boosted my daughter’s confidence! She overcame her stage fright!”

Financial Stewardship

- Ashok and his staff continue to track, record and reconcile all revenues and expenditures which is keeping us current as we approach the end of our second quarter in fiscal year 2018.

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

Ms. Kehoe informed the board that the 2018 board elections process would begin in January with publications of ads titled, “Call for Candidates.” She also reported that the League of Women Voters of Fairfax Area contract has been received and the committee is awaiting its return (signed). The proposed Teen Election Voting App is a “work in progress” with a scheduled power point demo by Alex Camus at the next MCC Governing Board meeting in January.

The next ENC Committee meeting is scheduled for Tuesday, Jan. 16, at 6:30 p.m. at MCC’s Administrative Office, 6631 Old Dominion Dr. McLean, Va.

CAPITAL FACILITIES COMMITTEE (CFC) - Paul Kohlenberger, Chair

Mr. Kohlenberger gave an overview of items discussed for the past two committee meetings on November 6 and December 5. The construction project is reported to be on schedule and in budget. The super structure (steel) is up and the waterproofing the below grade masonry has been completed. Executive Director George Sachs and Facilities manager Joe McGovern met with Fairfax County staff who is helping us select furniture for the common areas as well as the staff and office areas.

Mr. Kohlenberger reviewed the current CFC goals and measures with committee members. Several goals were changed for clarity and other measures for rewritten for better alignment with the Governing Board’s over all goals and measures.

The next CFC Committee meeting is scheduled for Tuesday, Feb. 6 at 6:30 p.m. at MCC’s Administrative Office, 6631 Old Dominion Dr. McLean, Va.

COMMUNICATIONS COMMITTEE - Jen Rossman, Chair

Ms. Rossman gave an overview of the committee meeting from November 13. Discussion took place about the proposed “Comment Card” and the LERN Institute report findings. Ms. Anwah gave an in-depth review of the Winter/Spring Program Guide as to the changes made according to the LERN Institute recommendations.

Other items discussed included the website updates, SSL certification from Google and the signage for the construction project, “Coming Soon” proposed banner.

The next Communications Committee meeting is scheduled for Monday, Jan. 8 at 6:30 p.m. at MCC’s Administrative Office, 6631 Old Dominion Dr. McLean, Va.

FINANCE COMMITTEE - Merrily Pierce, Chair

Ms. Pierce gave an overview of the Finance Committee meeting from December 5 which included several exercises to see what would happen to MCC’s General Funds during a catastrophic loss event at the Center. Mr. Karra gave factors to consider that would influence the fun balances in extraordinary circumstances. After completing this exercises, the committee members and staff agreed to hold an annual review of this topic after the completion of the budget process and not to set any threshold for the funds at this time.

The next Finance Committee meeting is scheduled for Tuesday, Feb. 6 at 7:30 p.m. at MCC’s Administrative Office, 6631 Old Dominion Dr. McLean, Va.

PROGRAM COMMITTEE - Desi Woltman, Chair

Ms. Woltman stated the Program Committee did not meet in November or December.

The next Program Committee meeting is scheduled for Tuesday, January 16 at 7:30 p.m. at MCC’s Administrative Office, 6631 Old Dominion Dr. McLean, Va.

LIAISON TO FRIENDS OF MCC – Kat Kehoe

Ms. Kehoe shared her notes from attending the Friends of MCC (FOMCC) meeting in November. The FOMCC membership has dropped to 62 members. The MCC Board members were encouraged to join and attend the meetings which occur are every other month.

OLD/NEW BUSINESS – Ms. Wallace, Board Chair

Ms. Bruner recommended that MCC look into holding a “Girl Talk” meeting venue for middle and high school students. Presently, a program exists called “Girls on the Run” which helps trouble girls with life skills. Board members Mrs. Woltman and Ms. Wallace will try to attend the next meeting of “Girl Talk” to take notes for a possible program for MCC.

ADJOURNMENT

There being no further business, Ms. Wallace adjourned the meeting at approximately 8:45 p.m.

Respectfully Submitted,

Robin Walker
Acting Executive Assistant to the Governing Board