



**Reston Community Center
Board of Governors Monthly Meeting
October 06, 2025
8:00 p.m.
Meeting Agenda**

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| 8:00 – Call to Order | Beverly Cosham, Chair |
| 8:02 – Approval of Agenda | Beverly Cosham, Chair |
| 8:03 – Approval of Minutes and Board Actions | Beverly Cosham, Chair |
| <ul style="list-style-type: none"> • Approval of September 08, 2025 Finance Committee Minutes (as reviewed and approved by the Finance Committee Chair) • Approval of September 08, 2025 Board Minutes (as reviewed and approved by the Board Secretary) • Approval of September 08, 2025 Board Actions (as reviewed and approved by the Board Secretary) | |
| 8:05 – Chair’s Remarks | Beverly Cosham, Chair |
| 8:08 – Introduction of Visitors | |
| 8:10 – Community Input | |
| 8:12 – Committee Reports | Beverly Cosham, Chair |
| 8:14 – Board Member Input on Activities Attended | |
| 8:20 – Executive Director’s Report | BeBe Nguyen, Executive Director |
| 8:30 – Old Business | Beverly Cosham, Chair |
| 8:32 – New Business | Beverly Cosham, Chair |
| 8:34 – Adjournment | |

Reminders:

Events	Date	Time
Meet the Artists	Thursdays	2:15 p.m.
Darden & Friends	Fridays	5:30 p.m.
The Rocky Horror Show	Weekends	2:00p.m. or 8:00p.m.
Fairfax-Loudoun Music Fellowship Recital	October 12	1:00 & 4:00 p.m.
“American Bombing” with Mahrya MacIntire	October 13	7:30 p.m.
ArtsFairfax Awards Luncheon	October 24	11:15 a.m.
Reston Community Orchestra	October 25	4:00 p.m.
YMCA Jubilee	October 25	3:00 p.m.
Nobuntu	October 29	8:00 p.m.
RCC Thanksgiving Drive 2025	November	
Movies That Move: “Hamilton”	November 04	9:00a.m. & 12:00p.m.



**SUMMARY OF MINUTES
RESTON COMMUNITY CENTER
BOARD OF GOVERNORS
FINANCE COMMITTEE MEETING
September 08, 2025
7:00 p.m.**

Present:

- Paul Thomas, Chair
- Bill Bouie, Vice Chair
- Paul Berry
- Malka Wickramatilake

Absent/Excused:

- Shane Ziegler

RCC Staff:

- BeBe Nguyen, Executive Director
- Brianne Baglini, Deputy Director
- Ben Skinner, Chief Executive Assistant

Paul T. called the meeting to order at 7:05 PM.

BeBe noted this was the first Finance Committee Meeting of FY26, which included a review of the first tranche of tax revenue, \$5.2M.

Paul T. was pleasantly surprised to see that tax revenue was 50% of the expected annual, as projected. He also wanted clarification on why L&L Lifelong Learning was at a negative \$537. BeBe stated she would follow-up, noting it is likely a result of an RCC financial assistance program, like the senior discount. Bill B. reinforced the idea that it must be the result of a rebate of some sort.

BeBe reported personnel expenses reflected nothing out of the ordinary, with the vast majority at expected levels.

Paul T. asked about current personnel vacancies. BeBe reported an advertisement for an Assistant Technical Director just closed, so a list of applicants is expected soon. She stated she and Brianne met to discuss the job description/requirements for the Facility Services Director position they are seeking to post, adding this should be posted by HR in a couple weeks. Lastly, BeBe reported Bill Parker has shown interest in returning to his former position, Box Office Manager, as it recently became vacant after the former occupant left for an opportunity with the National Museum of African American History and Culture. An additional \$59,194 of funding was requested for personnel due to instituting new program offerings and openings certain services to the public earlier than expected. This funding is expected in November, after October BOS approval.

BeBe provided assurance that everything under Operational Expenses that reflected a % Budget Used YTD over 20% was heavily scrutinized and discussed with the Finance Director, Renata. BeBe noted the NRPA Conference is next week, which has resulted in Administrative Operational Expenses due to conference registration costs. BeBe pointed out that the 91% Facility Services Operational Expenses is due to the funds being encumbered early in the fiscal year for facility services such as utilities, storage rentals, etc. Paul T. clarified this point, noting these services require an upfront financial encumbrance, obligating a large percentage of the budget, and will be spent over the course of the fiscal year.

September 08, 2025 RCC Board of Governors Finance Committee Meeting

BeBe reported the 63.51% of Customer Service Operational Expenses was largely the result of expanding language access to allow for equitable access to RCC's programs and services through translations and multi-lingual interpretations.

BeBe stated Facility Engineering and IT Operational Expenses, like Facility Servies, also have a heavy upfront encumbrance due to items like custodial services, supplies, cloud hosting and phone bills.

BeBe noted Performing Arts Operating Expenses were up due to maintenance projects, L&L Youth/Teen due to summer camp offerings in July 2025, and Community Events due to Multicultural Festival expenses.

BeBe reported Brianne has been working with Renata on cleaning up balances from Capital Projects. Paul T. sought clarification that the \$1M listed for July was due, primarily, to this clean-up process, moving money around, as opposed to \$1M of work completed in the month of July. Brianne confirmed Paul T.'s statement, adding there will be some carryover work from July.

Paul T. adjourned the meeting at 7:19 PM.



Paul Thomas
Finance Committee Chair

10/03/2025

Date



RESTON COMMUNITY CENTER



**SUMMARY OF MINUTES
RESTON COMMUNITY CENTER
BOARD OF GOVERNORS MEETING
September 08, 2025
8:00 p.m.**

Present:

- Beverly Cosham
- Paul Berry
- William Bouie
- William Penniman
- Lisa Sechrest-Ehrhardt
- Paul Thomas
- Malka Wickramatilake
- Vicky Wingert

Absent/Excused:

- Shane Ziegler (excused)

Guests:

See Sign-In List (No Guests)

Attending from RCC Staff:

- BeBe Nguyen, Executive Director
- Brianne Baglini, Deputy Director
- Ben Skinner, Chief Executive Assistant
- Maggie Parker, O&C Director

Introduction

Bev called the meeting to order at 8:01 p.m.

MOTION #1: Approval of the Agenda

Bill B. moved that the agenda be approved as written. Bill P. seconded the motion. The motion passed unanimously.

MOTION #2: Approval of the July 21, 2025 Minutes

Bill B. moved that the Board approve the July 21, 2025 Board Minutes. Bill P. seconded the motion. The motion passed unanimously.

Paul requested agendas continue to indicate the date of the minutes being addressed by the board, noting it was omitted on this copy. Additionally, a correction needs to be made to the list of Board Actions, as June 02, 2025 Board Minutes were approved, not May 05, 2025.

MOTION #3: Approval of the July 21, 2025 Actions

Bill B. moved that the Board approve the July 21, 2025 Board Actions. Bill P. seconded the motion. The motion passed unanimously.

September 08, 2025 RCC Board of Governors Meeting

Chair's Remarks

Bev stated she attended the closing ceremony of the Interfaith Council of Metropolitan Washington Unity Walk on Sunday at the Islamic Center of Washington, DC, where Mosaic Harmony performed. She noted it was heartwarming to experience the gathering of all faiths in one room.

Bev shared the following poem:

Summer Friends by Mary Lamb

The Swallow is a summer bird;
He in our chimneys, when'the weather is fine and warm, may then be heard
Chirping his notes for weeks together.

Come there but one cold wintry day,
Away will fly our guest the Swallow:
And much like him we find the way
Which many a gay young friend will follow.

In dreary days of snow and frost
Closer to Man will cling the Sparrow:
Old friends, although in life we 're crost
Their hearts to us will never narrow.

Give me the bird-give me the friend;
Will sing in frost-will love in sorrow-
Whate'er mischence to-day may Send
Will greet me with his sight to-morrows.

Visitors

No Visitors

Committee Report: September 8 Finance Committee Meeting

Paul T. provided a verbal report of the September 08, 2025 Finance Committee Meeting. He noted it is the beginning of the fiscal year and stated half of RCC's tax revenue is in. Paul T. reported personnel acquisition is on track, with an expected three positions to be filled shortly. He prefers that our personnel budget reflect adequate staffing needs. Paul T. stated Operational Expenses are at 60% to 70% due to upfront financial encumbrance due to utilities and other services. Paul T. lastly pointed out that money is being moved around in Capital Expenses in order to ensure the funds are being spent appropriately, adding there is \$1.2M left to spend on Capital Projects this fiscal year.

MOTION #4: Approval of Committee Reports

Bill B. moved to approve the September 08, 2025 Finance Committee Report. Bill P. seconded the motion. The motion passed unanimously.

Board Member Input on Activities Attended

Bill B. attended a lot of meetings to review reductions in the Fairfax County Park Authority budget for FY27, preparing for an upcoming public hearing.

Paul T. apologized for missing the Board's Finance Committee Meeting in July, noting he had been appointed Chair of the Human Services Council, and felt he should be at that meeting, which conflicted with the RCC Board Finance Committee Meeting. He stated he attended several concerts over the summer, including many at the Reston Town Center. Paul T. added he especially enjoyed A Hard Day's Night. He also attended the Cardboard Boat Regatta at Lake Anne Plaza and acted as a tour guide to new teachers onboarding with South Lakes High School (SLHS) who were bussed to each of the elementary schools in Reston. Paul T. added he was able to share much about RCC's role in the community and opportunities for connection between RCC and SLHS.

September 08, 2025 RCC Board of Governors Meeting

Malka stated she has been traveling a lot for work, including the US Open, Wimbledon and French Open.

Paul B. reported spending a lot of time with his son this summer, including playing soccer, going to the gym and attending the Reggae on the Lake event at Lake Anne.

Bill P. stated he has been enjoying the Sunday Art in the Park series, performances by the Shenandoah Conservatory at the Reston Town Center. Additionally, he participated as moderator at the RCC Board Preference Poll Candidates Forum.

Vicky stated she has been out of the area much of the summer and added she is making the transition to fall volleyball.

Lisa reported she attended the RCC Board Preference Poll Candidates Forum and attended the Cardboard Boat Regatta at Lake Anne. She also recalled a harrowing hike she completed in New Hampshire since the last meeting, noting it was more challenging than advertised, resulting in the threat of a bad fall she was fortunately able to save herself from.

Bev stated she participated in the RCC Board Preference Poll Candidates Forum as a candidate and joined the Mosaic Harmony Board.

Executive Director's Report

BeBe provided the Board with her Executive Director's Report, highlighting the following accomplishments.

Facilities:

- Warm water pool/spa drained, cleaned and serviced. Locker rooms deep cleaned.
- Bathroom renovations are delayed, but this is not expected to impact larger capital projects timeline.
- Theater Tech Team flame-proofed the curtains.

Equity:

- Mindfulness program designed for unhoused neighbors in Hunters Woods Plaza in collaboration with Christ the Servant Lutheran Church is expected to launch this month.
- Women-only-swim sessions saw strong participation and continued through August.

Community Connection:

- Maggie's team (Offsite and Collaboration) has been very busy this summer with 25 summer concerts.
- National Night Out, Virginia Play All Day, and Party in the Park were all very popular.
- Finalizing opening ceremony for MCF with VIPs.

Programs & Services:

- Fitness and Wellness has maintained strong participation requiring waitlists.
- Summer camps enrollments were up 22%, compared to last year.
- Dwight did a tremendous job with the children this summer, receiving positive feedback for his ability to deal with challenging situations, utilizing his great interpersonal skills and conflict resolution skills.
- Continued high registration rates for ceramics and YAT programs.
- Beginning to utilize data trend analysis for determining additional offerings and retiring underperforming programs.

September 08, 2025 RCC Board of Governors Meeting

Communications:

- The county launched Spanish language newsletter and in response RCC is expanding its Spanish-language programming.
- Communications team is training frontline staff on RCC's language access.
- RCC website analytics found Loudoun County to be the third highest site visitor, specifically Ashburn. RCC is working on leveraging this data for theatre programs.

Stewardship & Accreditation:

- A contingent of RCC staff will be attending the NRPA Conference next week where RCC will be recognized for its achievement in becoming CAPRA accredited.
- Monthly data reports are being developed to integrate analytics.
- RCC on Wheels, originally set to launch in late July, will run a staff-wide training session on September 25. We are working to implement driving records checks as part of the standard staffing process for RCC on Wheels.

Events Attended:

- BeBe delivered remarks at the South Lakes High School retreat.
- BeBe attended the NRPA month event.
- RCC hosted the Congressional District 11 forum and debate. The event went very well, with staff stepping up to make sure things went smoothly.
- Brianne coordinated a tour of the new community and recreation center in Ashburn, strengthening connections we have with neighboring communities and obtaining ideas for facility processes and procedures. Brianne noted their use of concise, easy to understand, and well-illustrated emergency procedures utilizing two 8.5 x 11 advisements.

Upcoming Engagements:

- Meetings with GRCC members Angela Inzerillo and Colin May.
- Meetings with South Lakes High School principal, Carlos Seward, and Langston Hughes Middle School principal, Herman Mizell.

Continuing Business

There was no continuing business.

New Business

Maggie provided the Board with the RCC on Wheels Statement of Work (SOW) and Project Plan, highlighting the following updates.

Maggie stated RCC on Wheels van training will be provided to RCC staff at the West Ox facility on September 25, at which point RCC's customized van will be delivered. Additionally, a five-minute video has been produced showing the inside of the van and its customizations (a link will be provided later). Maggie reported that the current van has been utilized for festivals at RTC, where it has parked and provided RCC information and swag to community members. In addition, the van has been utilized for offsite storage. Maggie stated the van has been used on several occasions to provide wireless internet to community members in retail centers and neighborhoods. Maggie noted the biggest challenge is securing commitments from community groups, adding Cornerstones is very understaffed, resulting in no resource to lead these events. Maggie suggested possibly pulling up to locations and providing activities/programs without prior registration. Maggie added they are looking into bringing the van to assisted living communities and utilizing the van as a branding vehicle to gain community awareness of RCC programs and services. Maggie stated there had been a previously planned engagement with a boy's wiffle ball event they were unable to follow through on because "time didn't allow." Maggie then asked for questions. Paul T. asked how excited Maggie is about receiving the new van with the custom interior. Maggie replied, she is very excited. Paul T. then asked if it might be a smart idea to align the success measures, listed in the RCC on Wheels SOW, with the five goals detailed in the same document. Maggie thanked Paul T. for the suggestion, considered it to be a great idea, adding she will "hop on that right away."

September 08, 2025 RCC Board of Governors Meeting

Maggie stated she also wanted to pitch using the vehicle for public events like the South Lakes High School homecoming parade or seasonal parades at the Reston Town Center. Bill P. provided, for consideration, delivering programming with the van that requires no equipment, like Tai Chi. Brianne added, even programming with limited equipment like yoga mats could be a good idea. Maggie considered those to be good ideas.

Upcoming Events

BeBe asked that special attention be paid to the opening of the Professional Touring Artist Series with Viet Thanh Nguyen on September 27, encouraging all to attend and get requests for tickets in as soon as possible.

Paul T. noted the South Lakes High School homecoming parade and football game is scheduled for October 10.

Bev thanked everyone for attending and adjourned the meeting at 8:51 p.m.



**Lisa Sechrest-Ehrhardt
Board Secretary**

10/03/2025

Date

September 08, 2025 RCC Board of Governors Meeting

BOARD ACTIONS TAKEN AT BOARD OF GOVERNORS MEETING ON SEPTEMBER 08, 2025

- 25-0908-1 **Bd** **That the Board approve the Agenda.**
- 25-0908-2 **Bd** **That the Board approve the July 21, 2025 Board Minutes.**
- 25-0908-3 **Bd** **That the Board approve the July 21, 2025 Board Actions.**



**Lisa Sechrest-Ehrhardt
Board Secretary**

10/03/2025

Date