



**Reston Community Center
Board of Governors Monthly Meeting
December 01, 2025
Meeting Agenda**

- | | |
|--|--|
| 8:00 – Call to Order | Bill Bouie, Chair |
| 8:02 – Approval of Agenda | Bill Bouie, Chair |
| 8:03 – Approval of Minutes and Board Actions | Bill Bouie, Chair |
| <ul style="list-style-type: none"> • Approval of November 03, 2025 Board Minutes
(as reviewed and approved by the Board Secretary) • Approval of November 03, 2025 Board Actions
(as reviewed and approved by the Board Secretary) | |
| 8:05 – Chair’s Remarks | Bill Bouie, Chair |
| 8:08 – Bev’s Moment | Beverly Cosham, Vice Chair |
| 8:11 – Introduction of Visitors | |
| 8:13 – Community Input | |
| 8:16 – Committee Reports | Bill Bouie, Chair |
| <ul style="list-style-type: none"> • November 03 Finance Committee Meeting (Finalized Minutes) • December 01 Preference Poll Committee Meeting | Paul Thomas, Chair
Bill Penniman, Chair |
| 8:20 – Board Member Input on Activities Attended | |
| 8:30 – Executive Director’s Report | BeBe Nguyen, Executive Director |
| 8:40 – Old Business | Bill Bouie, Chair |
| 8:45 – New Business | Bill Bouie, Chair |
| 9:00 – Adjournment | |

Events	Date	Time
Gifts from the HeART Shopping Event	December 06	10:00 am – 3:00 pm
RTC Holiday Performances	December 06, 13, 20	12:00 pm – 3:00 pm
The Reston Chorale	December 06	4:00 pm & 7:00 pm
Lunasa (SOLD OUT)	December 07	3:00 pm & 7:00 pm
Ravel Dance Comp: “The Nutcracker”	December 13 & 14	2:00 pm
RCC December Teambuilder	December 17	1:00 pm – 4:00 pm
“Navidad Flamenca”	December 20	8:00 pm



RESTON COMMUNITY CENTER



SUMMARY OF MINUTES RESTON COMMUNITY CENTER BOARD OF GOVERNORS MEETING November 3, 2025

Present:

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

Absent/Excused:

- William Penniman (excused)
- Paul Berry (excused)

Guests:

See Sign-In List

Attending from RCC Staff:

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

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. Paul T. seconded the motion. The motion passed unanimously.

MOTION #2: Approval of the October 06, 2025 Minutes

Bill B. moved that the Board approve the October 06, 2025 Board Minutes. Paul T. seconded the motion. The motion passed unanimously.

MOTION #3: Approval of the October 06, 2025 Actions

Bill B. moved that the Board approve the October 06, 2025 Board Actions. Paul T. seconded the motion. The motion passed unanimously.

Chair's Remarks

Bev thanked RCC Staff, BeBe, Brianne and Ben for the birthday cake on Friday, October 31st. She also enjoyed seeing all the "kiddos" there for Halloween. Bev added she's never been in such a place with so many children but have it be so quiet.

Bev shared the following poem.

"Ode to My Right Knee" by Rita Dove

November 03, 2025 RCC Board of Governors Meeting

Oh, obstreperous one, ornery outside of ordinary protocols; paramilitary probie *par excellence*: Every evidence you yield yells.

No noise too tough to tackle, tears

springing such sudden salt when walking wrenches:

Haranguer, hag, hanger-on—how much more maddening

insidious imperfection? Membranes matter-of-factly

corroding, crazed cartilage calmly chipping away as another arduous ambulation

begins, bone bruising bone. Leathery Lothario, lone laboring

gladiator grappling, groveling for favor; fair-weather forecaster, fickle friend,

jive jiggy joint: Kindly keep kicking.

Visitors

The visitor declined to introduce themselves. They noted they came simply to observe.

Committee Report: November 3 Finance Committee Meeting

Paul T. referenced handouts in each member's binder. He noted tax revenue is on track for the year. Interest is already over 100%, showing the financial return has outperformed expectations. RCC has made good progress on hiring personnel. Reports are all from the end of September, which would assume budgeted expenditures at 25%, but there are timing considerations, for example some are higher due to seasonal stuff like summer camps. For this reason, operating expenses are where they are expected to be. Paul T. noted customer service is a little high due to American Sign Language (ASL) services for two patrons in aquatics. IT is higher due to a new PO for inventory assessment. Paul T. was happy to report capital projects accounts have been cleaned up. The remaining \$17K in capital projects for the Reston Arts Venue has not been reallocated due to the location change and may need additional study. Paul T. noted that the written Finance Committee meeting minutes will be provided at the December board meeting.

Shane noted the recently completed bathrooms "look great."

MOTION #4: Approval of Committee Reports

Bill B. moved to approve the November 3, 2025 Finance Committee Report. Shane seconded the motion. The motion passed unanimously.

Board Member Input on Activities Attended

Malka stated she attended the ArtsFairfax Awards Luncheon, noting it was wonderful to see the South Lakes High School (SLHS) art teacher receive an award. She has been attending ceramics classes at Lake Anne, noting the classes have been full. Malka added that the ceramics and pottery wheel classes are in high demand, and because of the newly implemented lottery system, instructors have enjoyed seeing new faces. She also acknowledged, those previously benefiting from the first come first served system are less happy, as they are no longer getting to attend class five days a week.

Shane stated he attended the Cornerstones Corporate Partner event. He added he attended the ArtsFairfax Awards Luncheon, which was wonderful. Shane stated he participated in the SLHS homecoming parade, driving his Jeep for Dogwood Elementary School. He also noted he attended the JW Marriott opening party.

Paul T. stated he attended the SLHS homecoming parade and saw Shane drive by in his Jeep. He said he attended the Fairfax County Public Schools "State of Our Schools" event, which was good to see, but caused some "consternation." Paul T. stated he saw his daughter, who is in the marching band, at Freedom High School. He also noted attending the New Western High School Open House, a school that was previously the King Abdullah private school. Paul T. added the school is working on neighborhood boundaries. He finished stating he has been manning tables for early voting and will continue doing so for Election Day, November 4.

Bill B. stated he has been attending a lot of meetings. He noted "a lot coming on board" with Park Authority, including a million-dollar playground by the Reston Home Depot which will be ready in the spring of 2026. Bill B. reported the Isacc Newton Square redevelopment is in progress, which will result in

November 03, 2025 RCC Board of Governors Meeting

a new synthetic turf field complex. He noted last, future planning for the Brookfield property at the intersection of Hunter Mill and Dulles Toll Road.

Lisa stated she attended the ArtsFairfax Awards Luncheon, noting it is always neat to see the variety of talent and art. She also attended the YMCA Fairfax County Reston 25 Year Anniversary "Jubilee", which was very family oriented and well attended. She added she was supposed to participate in the Reston Home Tour, but due to the number of stairs involved and her injury, requiring she continue to wear a boot, she decided not to attend.

Vicky stated she has been busy with her granddaughter's volleyball playoffs and upcoming basketball tryouts, and has been frequenting the Reston Farmers Market.

Bev stated she attended the YMCA 25 Year Anniversary Jubilee and the ArtsFairfax Awards Luncheon.

Continuing Business

No continuing business.

Adjournment of the 2024-2025 Board

Bev adjourned the 2024-2025 Board and called to order the first meeting of the 2025-2026 Board at 8:19 p.m.

Nominating Committee

Vicky stated the Nominating Committee (herself, Shane Ziegler and Paul Berry) met on a TEAMS call, and "came to one mind." She noted they are very happy with the leadership the Board has had, but they recommend one change in positions. Vicky stated the committee nominates Bill B. as Chair, Bev as Vice Chair, Paul T. as Treasurer and Lisa as Secretary.

Bev asked for any other nominations from the Board. No other nominations were made.

MOTION #5

Paul T. nominated Bill Bouie as Chair. Vicky seconded the motion. The motion passed unanimously.

MOTION #6

Bill B. nominated Beverly Cosham as Vice Chair. Paul T. seconded the motion. The motion passed unanimously.

MOTION #7

Bill B. nominated Paul Thomas as Treasurer. Lisa seconded the motion. The motion passed unanimously.

MOTION #8

Bill B. nominated Lisa Sechrest-Ehrhardt as Secretary. Paul T. seconded the motion. The motion passed unanimously.

Vicky added, on behalf of the Nominating Committee, Bev has been a "guiding light" for this organization for many years and her "service is unparalleled." Bev was then given a standing ovation from all in the room.

New Chair's Remarks

Bill B. stated he'd like to add an agenda item to each Board meeting going forward, "Bev's Moment," so that Bev can continue to share her thoughts, poems, excerpts or words of wisdom. He added he is looking forward to working with everyone in the room, noting it is a "team effort."

Executive Director's Report

BeBe thanked Bill B. and provided the following report highlights.

November 03, 2025 RCC Board of Governors Meeting

A lot has been going on. The back hallway bathroom renovation is complete. The final punch list review is scheduled this week, tentatively, adding they are moving quickly to finalize items. Chris H. has been working extraordinarily hard as a “one man show” to refresh staff PCs, as well as completing facility phone and infrastructure upgrades. Inspection of theater facilities and equipment was conducted. There have been a lot of rentals and a lot of community members using the facilities in the last month.

Language access training finally completed this month. We can now utilize new platforms, including 200+ languages. The media department completed ADA visual standards audit for compliance. The LGT presented “American Bombing” with producer, Mahrya MacIntyre. BeBe noted this was a “powerful night.” Nobuntu was last Wednesday night which received amazing reviews. HWNC plaza activation, mindfulness programs for unhoused in addition to Walk with Walter. Piloting sibling discount to make more enticing for families to sign up for “Parents Night Out” and “Bowties and Ballgowns.”

RCC collaborated with GMU for a puppetry workshop for the Laurel Learning Center, resulting in heartwarming pics. Equity Partnership’s Crafternoons and RCC on Wheels – van finally delivered to site last week.

There continues to be high demand for aqua aerobics. Boo at the Pool had a successful restructuring. Lifeguard training will begin shortly and expect to train more lifeguards from the entire region and as far as Pennsylvania -- Alexandria is looking to RCC’s Aquatics staff to help train their staff which speaks to the professionalism and highly qualified instructors on our RCC Aquatics staff team. Offsite & Collaboration wrapped up Darden and Friends and RCC Health & Wellness Fair provided resources from dozens of vendors. Biometrics testing and flu shots were provided by Inova. BeBe got her flu shot during this event.

Media is staying on top of FOIA training and compliance.

Aquatics revenue is up \$38K compared to this time last year. Bill Parker, Mark Berry and Tyler Cambrelen have all onboarded as new full-time merit staff, and Arts & Culture recently hired two more part time employees.

BeBe attended the ArtsFairfax Awards Luncheon, The JW Marriott Grand Opening, the most recent Tephra Annual Board meeting and met with Hunters Woods Elementary School Principal, Emily Cope.

New Business

No new business.

Bill B. reminded everyone of the holiday season, the holiday parade and ongoing food drive, noting it is needed, more than usual, this year.

Bill B. adjourned the meeting at 8:37 p.m.



Lisa Sechrest-Ehrhardt
Board Secretary

December 1, 2025

Date

November 03, 2025 RCC Board of Governors Meeting

BOARD ACTIONS TAKEN AT BOARD OF GOVERNORS MEETING ON NOVEMBER 03, 2025

- 25-1103-1 **Bd** **That the Board approve the Agenda.**
- 25-1103-2 **Bd** **That the Board approve the October 06, 2025 Board Minutes.**
- 25-1103-3 **Bd** **That the Board approve the October 06, 2025 Board Actions.**
- 25-1103-4 **Bd** **That the Board approve the November 03, 2025 Finance Committee Report (verbal).**
- 25-1103-5 **Bd** **That the Board approve the November 03, 2025 nomination of Bill Bouie to Board Chair.**
- 25-1103-6 **Bd** **That the Board approve the November 03, 2025 nomination of Beverly Cosham to Board Vice Chair.**
- 25-1103-7 **Bd** **That the Board approve the November 03, 2025 nomination of Paul Thomas to Board Treasurer.**
- 25-1103-8 **Bd** **That the Board approve the November 03, 2025 nomination of Lisa Sechrest-Ehrhardt to Board Secretary.**



**Lisa Sechrest-Ehrhardt
Board Secretary**

December 1, 2025

Date



**SUMMARY OF MINUTES
RESTON COMMUNITY CENTER
BOARD OF GOVERNORS
FINANCE COMMITTEE MEETING
November 3, 2025**

Present:

- Paul Thomas
- Bill Bouie
- Shane Ziegler
- Malka Wickramatilake
- Beverly Cosham

Absent/Excused:

- Paul Berry (excused)

RCC Staff:

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

Paul T. called the meeting to order at 7:07 p.m.

BeBe referenced the September 2025 Monthly Closing Report, highlighting the following items. She noted revenue is “on track.” \$64 was miscoded as equipment sales. It is being corrected. The \$462 in negative revenue under Youth and Teen Enrollment was due to refunds for canceled programming. YTD tax revenue is where it needs to be, at 50%. Ticket sales for the Professional Touring Artists Series is close to reaching its projected revenue. Paul T. directed attention to line 6, PA Arts Org Tkts, and asked for an explanation regarding the \$11,000 YTD revenue, but \$0 budget. BeBe explained this line item is used as a pass through from box office revenue for Reston Community Players to be paid back to the organization. Paul T. added he thought that amount was possibly from merchandise sales. BeBe verified merchandise sales are reported under RCC revenue.

With no further questions regarding the revenue portion of the report, BeBe moved onto Personnel Expenses.

BeBe stated the September 2025 Personnel Expenses look good. She noted the requested funds from FY2025 carryover are expected to be approved and reflected in the October 2025 Monthly Closing Report. BeBe stated two new employees started with the agency today and a third will be starting very shortly.

BeBe moved on to discuss Operational Expenses. She referenced line 4, noting this \$323,000 expense is for the Lake Anne facility’s lease, resulting in the 80% budget use YTD. BeBe explained that Customer Service has utilized 62% of its budget thus far due to the use of several sign language interpreters for patrons registered for swim classes. Paul T. asked if we would be “pulling” that budget at all due to the added expense of the American Sign Language (ASL) services. BeBe noted a budget change will be planned if we continue to see this level of demand for ASL services. Brianne added the services have been used for two children, one of whom has been using an interpreter for the last two years, but the second was an unexpected need as of this year. She noted the additional expense reflects the developing awareness in the community of our equitable access. Malka asked how many ASL interpreters RCC had, to which BeBe noted RCC relies on a county contract for the interpreters they use. BeBe transitioned to discussing the 63% use of the Maintenance budget thus far, reiterating that many of

S:\BOG\Meetings\2025 Meetings\12 - December\2025 11 03 Finance Committee Meeting Minutes FINAL.docx

July 21, 2025 RCC Board of Governors Finance Committee Meeting

these costs are encumbered at the beginning of the fiscal year, like custodial and utility services. Regarding IT expenses, BeBe stated IT has a significant PO with Brightly for onsite inventory assessment, noting RCC has not kept up with maintenance and inventory tracking since COVID and this new software will help the agency catch up. BeBe pointed out the Performing Arts expenses include paying performance contract costs, which contribute to the 74% budget use YTD. She also explained that the Youth & Teen and Offsite & Collaboration expenses reflect summer camps and the Multicultural Festival.

BeBe moved on to discuss Capital Projects expenses, noting the budget for Reston Arts Venue was not reallocated. Paul T. pointed out the current proposal for the Reston Arts Venue, which cites a new location which is a better location than originally planned.

BeBe had nothing further to report for the September 2025 Monthly Closing Report.

Paul T. asked if anyone had any final questions.

Paul T. adjourned the meeting at 7:21 p.m.



Paul D. Thomas
Board Treasurer

December 01, 2025

Date



Certification of Results and Audit Report on Activity and Integrity

September 29, 2025 13:32 EST

Official Certification Letter from 3rd Party Independent Tabulation Company

8230 Leesburg Pike, Suite 708, Vienna, Virginia 22182

Tel: 1.800.VOTENET Fax: 202.737.2283

Generated On: September 29, 2025 13:32 EST

To Whom It May Concern:

Pursuant to the request of the client who designated Votenet Solutions, Inc. to implement its online voting solutions, eBallot.app, to authenticate eligible voters and tabulate submissions for the Reston Community Center Preference Poll Ballot 2025, for the period August 29, 2025 – September 26, 2025, through a secure voting site at <https://eballot.app/fairfaxcounty>.

After completing our audit process, Votenet Solutions, Inc. hereby certifies that during the course of the event that eBallot was performing optimally, experienced no downtime and never experienced a security lapse.

After checking our multiple results databases for tampering by technicians, Votenet Solutions, Inc. further certifies that the results in both databases match and the online vote was conducted fairly and honestly.

It is our opinion that online submissions for your event were tabulated in a fair and impartial way and are deemed accurate.



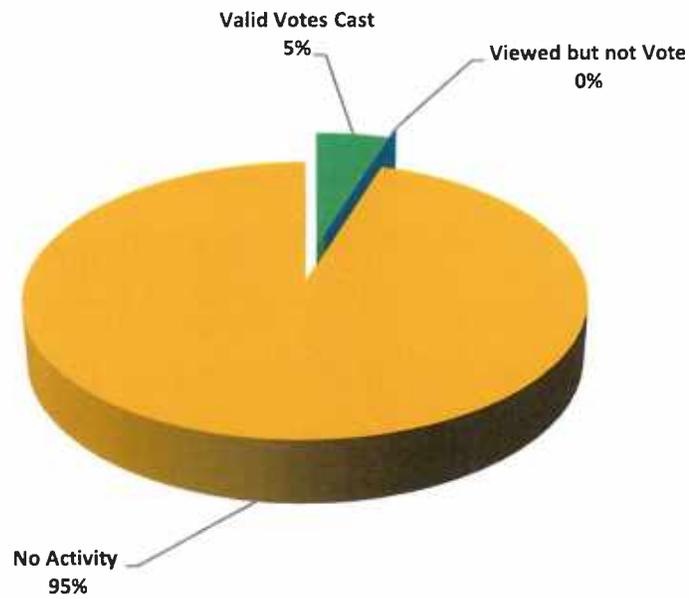
Jonathan Liu

Head of Customer Experience

Voter Turnout

Total Number of Eligible Voters
30332

Voter Turnout



Activity	Votes	Percentage
Valid Votes Cast	1468	4.84%
Viewed Ballot But Not Vote	12	0.04%
No Activity	28852	95.12%

Election Results:

Results by Question

RCC Preference Poll 2025		
Total Eligible Voters: 30332		
Choice	Votes	Percentage
Beverly Cosham	1212	32.68%
Paul Thomas	1314	35.42%
Shane M. Ziegler	1183	31.90%
Total Votes	3709	100.00%



**Reston Community Center Board of Governors
2025 Preference Poll Committee Chair Report
December 1, 2025**

Overview

This year's Preference Poll presented the community with three incumbent candidates – Beverly Cosham, Paul Thomas and Shane Ziegler – for the three open seats on the Board. Candidates expressed similar views on the need for RCC to be strategic in responding to the growth occurring in the community, to expand its programs and services, to embrace and expand arts offerings, and to continue its mission focus on equity and inclusivity practices that welcome the entire community.

We continued use of Votenet as our online balloting vendor. The effort to tighten the print shop coordination with our published dates for the Poll was again successful this year. Ballots were arriving in mailboxes within 48 hours of the “official” start of voting. Due to scheduling conflicts, the forum was presented in a livestreaming format again from the CenterStage successfully with a small audience. The Preference Poll Committee Chair, Bill Penniman, moderated.

Results:

Beverly Cosham	1,212
Paul Thomas	1,314
Shane Ziegler	1,183

VOTENET STATISTICS:

Turnout by ZIP Code	Voted	Electorate	Percentage
20190	436	12,340	3.53%
20191	722	12,518	5.77%
20194	304	5,311	5.72%
22182	0	9	0.00%
20170	0	1	0.00%
20171	0	2	0.00%
Walk-In Replacement			
Total	1,462	30,182	4.84%
Turnout by Type of Voter	Voted	Electorate	Percentage
Residential	1,454	28,989	5.02%
Business Occupant	8	1,193	0.67%
Walk-In Replacement	6		
Total	1,468	30,182	4.86%
Turnout by Paper vs Internet	Voted	Percentage of Total Voted	
Paper	566	38.56%	
Paper entered by LWV	93	6.34%	
Internet	809	55.11%	
Total	1,468	100.00%	

Member Records Accounting	Number of Records
Residential List	28,989
Business List	1,193
Original Total (incl. 0 seeds)	30,182
Sent to Printer	30,182
remove 0 seeds	0
Electorate	30,182
[150 available for replacements]	150
Total in Election Manager	30,332

Recommendations

The alignment with the printing schedule works well. The Candidate Forum was held on September 2, three days prior to the voting period opening, but given the uncontested nature of this year's poll, it would be difficult to draw any firm conclusions about whether that had a benefit with respect to participation in the poll.

Participation decreased this year from 1,740 to 1,462, a 16% decrease from last year likely due to a uncontested race.

Recommended schedule:

The overall timing of the process is aligned with the other layers of the Board's calendar and the heightened interest in RCC that is driven by the period of registration for fall programming. Thus, the Candidate Filing and related dates should not change.

July 31 – August 14 (Friday to Friday)	Candidate Filing: a two-week duration aligned to Fall Registration period
August 14 (Friday)	Candidate photo and orientation
September 4 – 25 (Friday to Friday)	Voting: a three-week duration, September 4 to September 25 at 5:00 p.m. Mailed ballots must be received by 5:00 on September 24.
TBD based on programming schedule	Candidates Forum: Will need to occur during the week of September 1 (Tuesday) to September 4 (Friday). Labor Day is Monday, September 7. The Leila Gordon Theatre is the ideal location for the forum because of the livestreaming capability of that venue.

Continue these strategies:

1. Have a minimum of one Board member or the Preference Poll Committee Chair attend the Candidates Orientation meeting if it's required so that the Board perspective can be provided to the candidates. If the Preference Poll is uncontested, cancel the Orientation. Having that in the materials from the outset will make the cancelation a bit more efficient.
2. Include the date and time of the Candidates Forum with the printed mailed materials.
3. Promote the Candidates Forum broadly as a video. Use a script that supports video livestreaming of the forum.
4. Continue putting out ballot boxes concurrently with the start of online voting. Signage and instructions will indicate that voters may drop the ballots in them, but that they should not leave ballots on our service counters or hand them to our staff. Signage will indicate the regular business hours in which the ballot boxes will be available.
5. Update mailing lists.



Executive Director's Report - November 2025

Pillar I – Facilities

The PC replacement cycle is progressing well with positive feedback regarding improvements in speed, battery life and usability. Updates to RCC's main phone system tree have been approved by all stakeholders and are now pending implementation. Planning discussions for the lobby renovation are ongoing.

Pillar II – Equity

RCC presented a sold-out performance by Aparna Nancherla, a screening of *No Other Land* and a concert by the American Patchwork Quartet. New summer life skills camps will be introduced, offering instruction in money management, passport awareness, entrepreneurship, coding and health and fitness. The Equity Partnerships team hosted its third Fall Family Crafternoon. A new partnership with Lerner Properties is being finalized to host a Diva Central Mobile Dress Drive utilizing RCC on Wheels. The Thanksgiving Drive saw an overwhelming response, likely to surpass previous donation records. Increased visibility through social media and increased outreach to the businesses through the GRCC Board contributed to this success. The Thanksgiving Day Volunteer event is revamped, and "Re-Fresh" shower bags was added for those utilizing the RCC shower program.

Pillar III – Community Connections

RCC presented two screenings of *Hamilton* on Election Day and a singalong of *The Sound of Music*. Jes Winfield from A&C led a hands-on theatre tech class for six students from Hunters Woods Elementary, covering lighting, sound and stage management.

Pillar IV – Programs and Services

Increased open swim during holidays to accommodate more family participation. Hosting first out-of-water aquatics wellness event with 33 currently enrolled. Welcomed SLHS swim team back for season practices. The Holiday Luncheon is returning with 51 participants after a two-year hiatus. The family trip to Hershey Park reached full capacity on November 22. OLLI classes concluded in November with strong participation. Holiday programs such as Winter Walk of Lights, Letters to Santa, Musical Breakfast with Frosty and the Holiday Dinner and Movie with the Grinch are all at capacity with significant waitlists. RCC on Wheels participated in its second Reston Holiday Parade.

Pillar V – Communications

The RCC on Wheels vehicle wrap design reflecting the mosaic theme from Valerie Theberge's artwork in the Aquatics Center was debut in the Holiday Parade. The updated Sponsor Toolkit now offers clearer media guidance to help partners share their stories and highlight the impact of their collaboration with RCC. The Brand Identity Guidelines are under review to incorporate AI considerations, ADA visual standards and Fairfax County regulations.

Pillar VI – Stewardship and Accreditation

Mark Berry joined as Assistant Technical Director and Bill Parker returned as Box Office Manager. Staff participated in MEWP training and supported Election Day outreach. Policy and user manual revisions are underway, and the Vehicle Use OGM has been completed. RCC staff responsible for delivering content via RCC on Wheels will undergo driving background checks. The finance team is preparing for the FY26 third quarter review. Staffing in facilities has improved significantly, with only one vacancy remaining.

Executive Director Activity

BeBe was the keynote speaker at the Greater Reston Chamber of Commerce's Fall Prospective Member Breakfast. She participated in two meetings with Fairfax County Housing and Community Development regarding the Crescent Redevelopment Project, recorded a podcast with the Chamber, and provided opening remarks to SLHS students at the 33rd Annual Ethics Day.