



**Reston Community Center  
Board of Governors Monthly Meeting  
May 04, 2026  
Meeting Agenda**

- |  |                                 |
|--|---------------------------------|
| 7:00 – Call to Order   | Bill Bouie, Chair               |
| 7:02 – Approval of Agenda  | Bill Bouie, Chair               |
| <ul style="list-style-type: none"> <li>• Approval of April 06, 2026 Board Meeting Minutes<br/>(as reviewed and approved by the Board Secretary)</li> <li>• Approval of April 06, 2026 Board Actions<br/>(as reviewed and approved by the Board Secretary)</li> </ul> |                                 |
| 7:03 – Chair’s Remarks   | Bill Bouie, Chair               |
| 7:05 – Bev’s Moment  | Beverly Cosham, Vice Chair      |
| 7:08 – Introduction of Visitors  |                                 |
| 7:09 – Community Input   |                                 |
| 7:10 – Committee Reports   |                                 |
| <ul style="list-style-type: none"> <li>• May 04, 2026 Finance Committee Report (verbal)</li> </ul>   | Paul Thomas, Committee Chair    |
| 7:15 – Freedom of Information Act (FOIA) Briefing  | Molly Shannon, FOIA Officer     |
| 7:35 – Board Member Input on Activities Attended   |                                 |
| 7:40 – Executive Director’s Report   | BeBe Nguyen, Executive Director |
| 7:48 – Ongoing Business  | Bill Bouie, Chair               |
| 7:50 – New Business  | Bill Bouie, Chair               |
| 8:00 – Adjournment   | Bill Bouie, Chair               |

<b>Events</b>	<b>Date</b>	<b>Time</b>
SLHS Steam Team	May 13	7:00 pm
Leadership Fairfax, BOS Breakfast	May 15	7:30 am
Tephra ICA Arts Festival	May 16 & 17	11:00 am to 6:00 pm
Happy Hour with Darden & Friends	May 22 – June 26 (Fridays)	5:30 pm
RCC Board of Governors Monthly Meeting	June 01	7:00 pm



# RESTON COMMUNITY CENTER



## SUMMARY OF MINUTES RESTON COMMUNITY CENTER BOARD OF GOVERNORS MEETING April 06, 2026

### Present:

- Beverly Cosham
- Bill Bouie
- Bill Penniman
- Lisa Sechrest-Ehrhardt
- Paul Thomas
- Shane Ziegler

### Absent/Excused:

- Vicky Wingert
- Malka Wickramatilake
- Paul Berry

### Guests:

One – See Sign-in Sheet

### Attending from RCC Staff:

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

### Introduction

Bill B. called the meeting to order at 7:03 p.m.

### **MOTION #1: Approval of the Agenda**

Paul T. moved that the Board approve. Lisa seconded the motion. The motion passed unanimously.

### **MOTION #2: Approval of December 01, 2025 Board Minutes**

Bill P. moved that the Board approve. Beverly seconded the motion. The motion passed unanimously.

### **MOTION #3: Approval of December 01, 2025 Board Actions**

Bill P. moved that the Board approve. Shane seconded the motion. The motion passed unanimously.

### **MOTION #4: Approval of February 02, 2026 Board Minutes**

Paul T. moved that the Board approve. Shane seconded the motion. The motion passed unanimously.

### **MOTION #5: Approval of February 02, 2026 Board Actions**

Paul T. moved that the Board approve. Bill P. seconded the motion. The motion passed unanimously.

### **MOTION #6: Approval of March 09, 2026 Board Minutes**

Paul T. moved that the Board approve. Shane seconded the motion. The motion passed unanimously.

### **MOTION #7: Approval of March 09, 2026 Board Actions**

Bill P. moved that the Board approve. Shane seconded the motion. The motion passed unanimously.

### Chair's Remarks

Bill B. noted a busy upcoming calendar. He wished happy holidays to all who celebrated over the last week.

## April 06, 2026 RCC Board of Governors Meeting

### **Bev's Moment**

Beverly shared the poem "Celia Singing" by Thomas Carew

You that think Love can convey  
No other way  
But through the eyes into the heart  
His fatal dart  
Close up those casements, and but hear  
This Siren sing;  
And on the wing  
Of her sweet voice it shall appear  
That Love can enter at the ear

Then unveil your eyes: behold  
The curious mould  
Where that voice dwells; and, as we know  
When the cocks crow  
We freely may  
Gaze on the day  
So may you, when the music's done  
Awake and see the rising sun

### **Visitors**

One visitor – See sign-in sheet

### **Committee Reports**

#### **MOTION #8: Approval of the following committee minutes and actions.**

- December 01, 2025 Preference Poll Committee Minutes
- December 01, 2025 Preference Poll Committee Actions
- January 10, 2026 Strategic Planning Session Minutes
- January 10, 2026 Strategic Planning Session Board Actions
- February 02, 2026 Building Committee Minutes
- February 09, 2026 Community Relations & Program/Policy Joint Committee Minutes
- March 09, 2026 Finance Committee Minutes
- March 09, 2026 Community Relations & Program/Policy Joint Committee Minutes

Paul T. moved that the Board approve. Bill P. seconded the motion. The motion passed unanimously.

### **Board Member Input on Activities Attended**

Shane noted the month flew by. Paul T. stated he spent a lot of time on the sideline of the SLHS soccer field helping coach the JV women's soccer team. Bev participated in the OLLI series, "Meet the Artists" on Thursday, April 2, which saw 38 in attendance. Bill P. attended RCC and P&Z meetings and traveled to Palm Springs, CA. Lisa traveled to Florida where she visited Disney World with her grandchildren and attended a "No Kings" protest. Bill B. was also in Orlando, FL and attended a lot of meetings.

### **Executive Director's Report**

RCC completed its ERU replacement improving temperature, humidity and air quality. Diva Central was a success, utilizing RCC on Wheels for the first time and donating less than formal attire to the Reston YMCA for a program focused on teaching teens how to dress professionally for interviews. RCC participated in career fairs with Reston elementary schools, including Dogwood. Arts & Culture was busy with Reston Community Orchestra, Reston Chorale, Music Teachers of Fairfax-Loudoun and "What the Constitution Means to Me" performances. RCC ceramics potters donated 57 bowls to GMU for a food insecurity program and youth arts month receptions saw over 600 attendees. A very active partnership between RCC, RA and YMCA is developing, including facility tours and a combined aquatics calendar. VA250 marketing and communications have been made a priority by the County Executive. RCC's program guide will include a full page of VA250 affiliated programming. RCC is implementing communications changes based on the recently issued Equity Language Kit from the One Fairfax team. RCC and GRCC partnered for recent health and wellness fair and have already started developing ideas for next year.

April 06, 2026 RCC Board of Governors Meeting

**Ongoing Business**

The FOIA briefing originally scheduled for this meeting will be postponed to a future meeting. RA is very excited to be partnering with RCC and has already scheduled RCC on Wheels programming for various Reston "pocket parks."

**New Business**

No new business.

**Upcoming Events**

Bill B. highlighted Cornerstones of Our Community on Thursday, April 8, the opening of the Reston Farmers Market on April 25 and the opening day parade for little league baseball at the Reston Town Center on April 11.

Bill B. thanked everyone for attending and adjourned the meeting at 7:23 p.m.

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**Lisa Sechrest-Ehrhardt  
Board Secretary**

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**Date**

April 06, 2026 RCC Board of Governors Meeting

**BOARD ACTIONS TAKEN AT BOARD OF GOVERNORS MEETING ON APRIL 06, 2026**

- 26-0406-1 Bd That the Board approve the Agenda.
- 26-0406-2 Bd That the Board approve the December 01, 2025 Board Minutes.
- 26-0406-3 Bd That the Board approve the December 01, 2025 Board Actions Report.
- 26-0406-4 Bd That the Board approve the February 02, 2026 Board Minutes.
- 26-0406-5 Bd That the Board approve the February 02, 2026 Board Actions.
- 26-0406-6 Bd That the Board approve the March 09, 2026 Board Minutes.
- 26-0406-7 Bd That the Board approve the March 09, 2026 Board Actions.
- 26-0406-8 Bd That the Board approve the following:  
December 01, 2025 Preference Poll Committee Minutes  
December 01, 2025 Preference Poll Committee Actions  
January 10, 2026 Strategic Planning Session Minutes  
January 10, 2026 Strategic Planning Session Board Actions  
February 02, 2026 Building Committee Minutes  
February 09, 2026 Community Relations & Program/Policy Joint Committee Minutes  
March 09, 2026 Finance Committee Minutes  
March 09, 2026 Community Relations & Program/Policy Joint Committee Minutes

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**Lisa Sechrest-Ehrhardt**  
**Board Secretary**

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**Date**

**Revenue  
comment**

**General Notes:** Revenues totaling \$417,551.10 collected prior to July 1 in 2025 were reversed and recorded as FY26 program revenue as those activities occurred after July 1, 2025 (the beginning of FY26). \$344,810 in additional tax revenue was requested at FY25 Carryover; it was recorded after BOS approval in September 2025. Performing Arts revenue of \$121,794 was also requested and recorded as it was not loaded in the system by DMB. FY27 summer camps registration revenue will be reversed for FY26 year close and recorded in FY27.

1. **Administration:** The Administration revenue includes tax, interest and facility rental revenues. Facility rental revenue is from the room rentals. We collected 98.6% of tax revenue, 80.38% of estimated Facility Rental revenue and 328.73% of estimated interest (returns on investments) revenue. Collection of interest is dependent on Investment Procedures approved by the Investment Committee. The investment income is commensurate with the current rates of return including repurchase agreements, commercial paper, short term bills and notes.
2. **Performing Arts Theatre Admissions:** Theatre admission sales for Professional Touring Artist Series (PTAS) performances; tickets go on sale August 1.
3. **Performing Arts Theatre Rental:** Theatre rental payments are made on an irregular schedule depending on when performances occur.
4. **Performing Arts Misc. Revenue- eTix:** Revenue from processing fees for online ticketing by eTix, Inc. the new provider.
5. **Performing Arts Equipment Sale:** Auctioned equipment sale proceeds; no revenue is predicted for this category as we can't be sure that surplus equipment will sell.
6. **Performing Arts Cultural Activities/Arts Organizations:** The community arts box office receipts and payments clearing line.
7. **PTSA Merchandise Sale:** PTSA related book sales at the Box Office.
8. **Arts Education:** Year-to-date amount includes summer 2025 camp registration, fall and winter/spring 2025/2026 program registration revenue and FY27 summer 2026 camps registration. The FY27 summer 2026 camp revenue will be deferred to FY27 at the end of June 2026.
9. **Aquatics Enrollment-Passes:** Year-to-date revenue represents summer, fall and winter/spring 2025/2026 program registration revenue. "Drop-in" swimming now requires pass purchases and lane or zone reservations for participation.
10. **Aquatics Rental:** Represents natatorium rental payments. The rentals are billed quarterly.
11. **Fitness:** Year-to-date amount includes summer fall and winter/spring 2025/2026 program revenue.
12. **Youth/Teen:** Year-to-date reflects the summer 2025 youth camp, fall and winter/spring 2025/2026 programming as well as FY27 2026 summer camp enrollment. The FY27 summer 2026 camp revenue will be deferred to FY27 at the end of June 2026. Most of this cost center's revenue is realized during the summer. Fee waiver program participation in this cost center is significant.
13. **Lifelong Learning:** Year-to-date amount includes summer, fall and winter/spring 2025/2026 program revenue.
14. **Offsite & Collab. Community Events:** The revenue is collected from organization booth fees associated with the Reston Multicultural Festival and from MLK luncheon ticket sales.
15. **Offsite & Collab. Equity Partnerships:** The focus for this cost center has been changed to awareness and resourcing goals. Little or no revenue is projected or anticipated.



**Personnel Expenses:**

**General Notes:** Payroll posting lags two weeks behind the calendar; therefore, the percent of the year elapsed, and the percent of the budget expended, will not align. Summer personnel costs also reflect the fact that there is a split typically for pay period 14 that requires accounting for personnel costs that belong in the prior fiscal year and those that belong in the current fiscal year. Typically – because of our programming calendar – we get a fairly true picture of the personnel costs related to summer and fall programming cycles by the end of December. Staff monitor summer camp personnel expenditures against projected expenditures on a pay period by pay period basis for Youth/Teen and Arts Education cost centers because of the larger percentage of personnel funds that will be spent in the summer for those cost centers. \$59,194 in additional funding was requested at FY25 carryover to cover personnel costs and was recorded after BOS approval in September 2025.

1. **Administration:** Administration's allocated budget is typically under-spent; funding provides for Other Post-Employment Benefits (OPEB) costs.
2. **Facility Services (Booking):** Personnel costs are at the expected level.
3. **Comptroller:** Personnel costs are at the expected level.
4. **Customer Service:** Personnel costs are at the expected level.
5. **Facility Engineer:** Personnel costs are at the expected level.
6. **Maintenance:** Personnel costs are at the expected level.
7. **Information Technology:** Personnel costs are at the expected level.
8. **Media/Sponsorships:** Personnel costs are at the expected level.
9. **Community Partnerships:** No personnel costs are anticipated in FY26.
10. **Performing Arts:** Personnel costs are at the expected level.
11. **Arts Education:** Personnel costs are at the expected level.
12. **Aquatics:** Personnel costs are higher than expected.
13. **Fitness:** Personnel costs are at the expected level.
14. **Leisure and Learning Admin:** Personnel costs are at the expected level.
15. **Youth/Teen:** Personnel costs are at the expected level.
16. **Lifelong Learning:** Personnel costs are at the expected level.
17. **Offsite & Collab. Community Events:** Personnel costs are at the expected level.
18. **Offsite & Collab. Equity Partnerships:** Personnel costs are at the expected level.

Reston Community Center

Revised Budget vs Actuals Worksheet

March 31, 2026

100%/12\* 9 mos=74.33%

	FY25 Carryover	FY26 Adopted Funding	Revised FY26 Budget	Mar	YTD	REMAINING BALANCE	% Budget Used Ytd
<b>Personnel Expenses</b>							
1 Administration		708,921	708,921		474,447	234,474	66.93%
2 Facility Services (Booking)		322,486	322,486		48,369	274,117	15.00%
3 Comptroller		518,175	518,175		286,107	232,068	55.21%
4 Customer Service	16,268	743,338	759,606		409,484	350,122	53.91%
5 Facility Engineering		174,340	174,340		111,764	62,576	64.11%
6 Maintenance	15,519	516,560	532,079		332,644	199,435	62.52%
7 IT		171,268	171,268		67,980	103,288	39.69%
8 Media/Sponsorships		530,908	530,908		317,379	213,529	59.78%
9 Community Partnerships			0		0	0	0.00%
10 Performing Arts		724,615	724,615		415,042	309,573	57.28%
11 Arts Education	27,407	406,983	434,390		318,416	115,974	73.30%
12 Aquatics		1,183,049	1,183,049		754,170	428,879	63.75%
13 L&L Fitness		274,736	274,736		155,352	119,384	56.55%
14 L&L Admin		395,115	395,115		217,654	177,461	55.09%
15 L&L Youth/Teen		411,399	411,399		261,272	150,127	63.51%
16 L&L Lifelong Learning		200,449	200,449		112,060	88,389	55.90%
17 Offsite &Collab. Community Events		484,203	484,203		252,584	231,619	52.16%
18 Offsite &Collab. Equity Partnerships		135,000	135,000		100,944	34,056	74.77%
<b>Total Personnel Expenses</b>	59,194	7,901,545	7,960,739	0	4,635,668	3,325,071	58.23%

**Operating Expenses:**

**General Notes:** Reservations for ongoing (multiple months) expenses are made at the beginning of the year; funds are spent down from them. The net effect of either stand-alone expenses or spending down of reserved amounts is shown in the column marked "YTD." As we get closer to the end of the year, unspent balances of program contracts will be restored to the cost center balances. RCC's FY25 Carryover Package included \$14,672.66K for incomplete delivery of FY25 operating and \$704,546.27 capital projects procurements; these amounts were added to the FY26 budget amounts in September. That package also included additional \$145,660K to allow for added security, ground maintenance and RecTrac VSI upgrades.

1. **Administration:** Current month expenses are for admin operating costs.
2. **Board:** Current month credit is the result of procurement card clearing balance posting delayed until April. The remaining funding available will cover budget overrun in IT. Current credit is the Procurement Card transactions balances to cost centers' not posted in March. This was corrected in April.
3. **Facility Services (Booking):** Current month expenses and reservations net are for facility security, storage rental and supplies.
4. **Comptroller/LA Lease/Admin:** Current month expenses are bank fees and office supplies.
5. **Customer Service:** Current month costs are costs of language access for Aquatics program.
6. **Facility Engineering:** Current month expenses and reservations/payments net include facility repair and maintenance costs for RCC HW and RCC LA buildings.
7. **Maintenance:** Current cost is a net of payments and reservations for utilities, maintenance costs, custodial services and supplies.
8. **IT:** Current month expenses and reservations/payments are for phone charges. Funding overrun will be covered by BOG remaining funding.
9. **Media:** Current month expenses and reservations include program printing costs, sponsorships and supplies costs.
10. **Community Partnerships:** Current month expense is performance cost.
11. **Performing Arts:** Current month reservations and expenses are for theatre operating costs.
12. **Arts Ed:** Current month cost is a net of reservations and payments for program operating costs.
13. **Aquatics:** Current month reservations and expenses net are for natatorium operating costs and conference attendance costs.
14. **Fitness:** No current month costs recorded.
15. **Leisure and Learning Admin:** Current month costs are administrative costs.
16. **Youth/Teen:** Current month expenses are program operating costs.
17. **Lifelong Learning:** Current month expenses are program operating costs.
18. **Offsite & Collab. Community Events:** Current month reservations and expenses are for program operating costs. Summer is extremely busy for this cost center and advance payments or reservations for the September Multicultural Festival start occurring in July and August.
19. **Offsite & Collab. Equity Partnerships:** Current month reservations and expenses are for program operating costs.

Reston Community Center

Revised Budget vs Actuals Worksheet

March 31, 2026

100%/12\* 9 mos=74.33%

	<b>Operational Expenses</b>	<b>FY25 Carryover</b>	<b>FY26 Adopted Funding</b>	<b>Revised FY26 Budget</b>	<b>Mar</b>	<b>YTD</b>	<b>REMAINING BALANCE</b>	<b>% Budget Used Ytd</b>
1	Administration		51,400	51,400		33,507	17,893	65.19%
2	Board		84,200	84,200		43,125	41,075	51.22%
3	Facility Services (Booking)	99,000	198,350	297,350		198,464	98,886	66.74%
4	Comptroller/LA Lease/Admin	26,000	382,733	408,733		345,943	62,790	84.64%
5	Customer Service		16,000	16,000		10,260	5,740	64.13%
6	Facility Engineering	14,520	150,064	164,584		125,873	38,710	76.48%
7	Maintenance	10,890	549,345	560,235		422,231	138,004	75.37%
8	IT	9,860	148,970	158,830		176,937	(18,107)	111.40%
9	Media/Sponsorships	63	909,893	909,956		732,497	177,458	80.50%
10	Community Partnerships		165,000	165,000		67,153	97,847	40.70%
11	Performing Arts		366,722	406,722		390,358	16,364	95.98%
12	Arts Education		106,610	106,610		69,978	36,632	65.64%
13	Aquatics		115,800	115,800		54,877	60,923	47.39%
14	L&L Fitness		11,600	11,600		1,711	9,889	14.75%
15	L&L Admin		6,800	6,800		4,987	1,813	73.34%
16	L&L Youth/Teen		305,659	305,659		247,752	57,907	81.05%
17	L&L Lifelong Learning		100,354	100,354		44,968	55,386	44.81%
18	Offsite &Collab. Community Events		415,250	375,250		362,014	13,236	96.47%
19	Offsite &Collab. Equity Partnerships		22,325	22,325		24,370	(2,045)	109.16%
	<b>Total Operational Expenses</b>	160,333	4,107,075	4,267,408	0	3,357,005	910,403	78.67%

**Capital  
Projects**

**General Notes:** Because of scheduling, RCC Capital Improvement Projects frequently carry over from one fiscal year to the next. Hidden columns each month include activity (plus or minus) that has already occurred; the net in the remaining balance column includes prior months' transactions. The Capital Projects Team will determine the "completed project" status and reallocate remaining funding to either existing projects (if needed) or to the Fund Balance. The FY23 Capital Projects Carryover amount is \$1,201,221.

1. **RCC Improvements/CC-000001:** Funding for Hunters Woods facility projects.
2. **RCC Facility Enhancements/CC-000002:** Funding for Lake Anne facility projects.
3. **RCC Performing Arts Enhancements/CC-000008.** Remaining funds transferred to HW projects.
4. **Reston Arts Venue/CC-000024:** Reston Arts Venue.

Reston Community Center

Revised Budget vs Actuals Worksheet

March 31, 2026

100%/12\* 9 mos=74.33%

	<b>FY25 Carryover</b>	<b>FY26 Adopted Funding</b>	<b>Revised FY26 Budget</b>	<b>Mar</b>	<b>YTD</b>	<b>REMAINING BALANCE</b>	<b>% Budget Used Ytd</b>
<b>Capital Proj. &amp; Cap Equip.</b>							
1 RCC Improvements CC-000001	1,622,425	495,413	2,117,838		1,226,508	891,330	57.91%
2 RCC Facility Enhcmnts. CC-000002		17,413	0		0	0	0.00%
3 Theatre Enhancements CC-000008		145,442	127,442		53,760	73,682	42.18%
4 RCC Natatorium Reno CC-000009			0		0	0	0.00%
Reston Arts Venue CC-000024		17,514	17,514		0	17,514	0.00%
RCC On Wheels Funding	298,662		298,662		293,915	4,747	98.41%
RCC Art Wall Design			0		0	0	0.00%
<b>Total Capital Expenses</b>	<b>1,921,087</b>	<b>675,783</b>	<b>2,561,456</b>	<b>0</b>	<b>1,574,183</b>	<b>987,273</b>	<b>61.46%</b>
<b>Total RCC Expenditures</b>	<b>2,140,613</b>	<b>12,684,403</b>	<b>14,789,603</b>	<b>0</b>	<b>9,566,855</b>	<b>5,222,747</b>	<b>64.69%</b>

Type	Revised FY26 Budget	FY26 YTD	Remaining Balance	% Budget Target
<b>Revenue:</b>				
Taxes	10,703,923	10,535,792	168,132	98.43%
Interest	75,000	220,725	(145,725)	294.30%
Vending	0	0	0	0.00%
Equipment Sale		261	(261)	0.00%
Aquatics	432,000	314,086	117,914	72.71%
Leisure and Learning	481,963	671,656	(189,693)	139.36%
Rental	181,000	137,220	43,780	75.81%
Arts and Culture	311,589	403,535	(91,946)	129.51%
Offsite and Collaboration	3,000	1,700	1,300	56.67%
<b>Total Revenue</b>	<b>12,188,475</b>	<b>12,284,975</b>	<b>(96,500)</b>	<b>100.79%</b>
<b>Expenditures:</b>			0	0.00%
Personnel	7,960,739	4,635,668	3,325,071	58.23%
Operating	4,267,408	3,357,005	910,403	78.67%
Sub-Total Non-Capital Expenditures	12,228,147	7,992,673	4,235,474	65.36%
<b>Sub-Total Rev. less Non-Cap Exp.</b>	<b>(39,672)</b>	<b>4,292,302</b>	<b>(4,331,974)</b>	
Capital Projects	2,561,456	1,574,183	987,273	61.46%
<b>Ending Fund Balance</b>	<b>9,607,353</b>	<b>14,926,600</b>		<b>155.37%</b>

<b>FY26 Ending Fund Balance Budget Plan Reserve Breakdown</b>	
Maintenance Reserve (12% of total revenue)	1,462,617
Feasibility Study Reserve (2% of total revenue)	243,770
Capital Project Reserve (up to 7,000,000)	7,000,000
Economic and Program Reserve (remaining fund balance)	1,003,203
<b>Tax Rate per \$100 of Assessed Value</b>	<b>\$0.0470</b>
Sum of Reserve Balances equal to Ending Fund Balance	9,709,590