



RESTON COMMUNITY CENTER

Reston Community Center Board of Governors Monthly Meeting September 11, 2023 8:00 p.m. Meeting Agenda

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 July 24, 2023 Board Minutes (as reviewed and approved by the Board Secretary) • Approval of July 24, 2023 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 – Citizen Input	
8:12 – Committee Reports	Beverly Cosham, Chair
<ul style="list-style-type: none"> • July 24 Preference Poll Committee • September 5 Preference Poll Committee Candidates Forum 	Bill Bouie, Vice Chair Bill Bouie, Vice Chair
8:13 – Board Member Input on Activities Attended	
8:25 – Executive Director Report	Leila Gordon, Executive Director
8:30 – Old Business	Beverly Cosham, Chair
New Business	
8:40 – Adjournment	

Reminders:

Events	Date	Time
Darden and Friends (Reston Town Center)	Fridays, 9/15-10/13	5:30 – 6:45 p.m.
RCC BOG Preference Poll	Through Sept. 29	Ongoing
“Everything Everywhere All At Once”	Sunday, Sept. 17	3:00 p.m.
Reston Multicultural Festival (at Reston Town Center)	Saturday, Sept. 23	11:00 a.m. – 6:00 p.m.
Meet the Artists: Bev Cosham	Thursday, September 28	2:15 p.m. – 3:30 p.m.
Mandy Patinkin & Kathryn Grody	Saturday, September 30	3:00 p.m. & 8:00 p.m.
Tephra ICA Alloy Project (Tephra ICA Gallery)	Saturday, September 30	6:00 p.m. VIP Toast



**SUMMARY OF MINUTES
RESTON COMMUNITY CENTER
BOARD OF GOVERNORS MEETING
July 24, 2023
8:00 p.m.**

Present:

- Beverly Cosham, Chair
- Bill Bouie
- Dick Stillson
- Vicky Wingert
- Bill Penniman
- Shane Ziegler

Absent and Excused:

- Bill Keefe
- Lisa Sechrest-Ehrhardt
- Paul Thomas

Attending from RCC Staff:

- Leila Gordon, Executive Director
- BeBe Nguyen, Deputy Director
- Ozun Dalaran, Public Information Officer
- Rebekah Wingert, Videographer

Bev welcomed everyone and called the meeting to order at 8:02 p.m.

MOTION #1:

Approval of the Agenda

Bill B. moved that the agenda be approved. Shane seconded the motion. The motion passed unanimously.

MOTION #2:

Approval of the June 5, 2023 Board Minutes

Bev noted that in the Chair's Remarks, "Demache" should be corrected to Dimash Qudaibergen and "Story of One's Eye" to "Story of One Sky." Bill B. moved that the Board approve the June 5, 2023 Board Minutes as amended. Dick seconded the motion. The motion passed unanimously.

MOTION #3

Approval of the June 5, 2023 Board Actions

Bill B. moved that the Board approve the June 5, 2023 Board actions. Dick seconded the motion. The motion passed unanimously.

Chair's Remarks

Bev said that we had a lot of losses last month. She added that her next-door neighbor also lost both of his parents and she is trying to keep him engaged. She shared a poetic quote by Ralph Waldo Emerson:

"Write it on your heart that every day is the best day in the year. He is rich who owns the day, and no one owns the day who allows it to be invaded with fret and anxiety. Finish every day and be done with it. You

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have done what you could. Some blunders and absurdities, no doubt crept in. Forget then as soon as you can, tomorrow is a new day; begin it well and serenely, with too high a spirit to be cumbered with your old nonsense. This new day is too dear, with its hopes and invitations, to waste a moment on the yesterdays.”

No citizen input was provided.

Annual Public Hearing and Committee Reports

June 5 Long Range Planning Committee Meeting

Bill B. shared the highlights of the June 5 meeting. Lisa had called the meeting to order. The CAPRA annual report submission, handouts for the Annual Public Hearing were reviewed. The background to the Economic and Program Contingency Reserve was reviewed. Discussion about the increase to the Capital Projects Reserve occurred. The members noted that the Public Hearing slides and commentary should reflect the Block J “Arts Center” engagement efforts and conclusion.

June 26 Annual Public Hearing for Programs and Budget

Bev noted that a very congenial Public Hearing was held. Leila presented highlights of 2022. Paul presented the RCC’s capital project planning and budget processes. The only public input provided during the hearing came from Robert Goudie and it praised RCC and how it partners with Reston Town Center Association and Tephra ICA.

Preference Poll Committee

Bill B. shared that the annual Preference Poll event is about to begin again. The members of the committee reviewed and approved the 2023 Candidate Handbook. Candidate filing will be open between August 1 and August 15.

MOTION #4

Approval of the Annual Public Hearing and committee reports

Bill B. moved to approve the public hearing and committee reports. Shane seconded the motion. The motion passed unanimously.

Board Member Input on Activities Attended

Shane attended the Public Hearing and noted Robert Goudie’s positive comments. He saw The Reflex, an ‘80s cover band, as part of RCC’s Take a Break concert series. His friend opened a pet resort called “Giving Tree” and he said this has been a good addition to the Reston community.

Bill B. said he attended several meetings, including the Long Range Planning Committee and Annual Public Hearing.

Vicky also attended the Annual Public Hearing and has been attending her granddaughter’s basketball games.

Dick attended the Annual Public Hearing. He said his daughter and grandchildren are visiting. They went to Reston Station, and he added that he is amazed by the fact that there is live music throughout Reston almost every day of the week in the summer. He has been following the FIFA Women’s World Cup games.

Bill P. said he attended the Annual Public Hearing, Sunday Art in The Park and visited the Reston Farmers Market at Lake Anne. He added that he took the metro to Washington D.C. to visit Planet Word, which is a museum highlighting language and writing, and found it entertaining both for kids and adults.

Bev said she attended the Annual Public Hearing.

Executive Director Report

Leila presented RCC FY23 Year-end Report and FY24 Budget Impacts of Carryover. She said that this information has been previewed in several meetings and there is nothing remarkable to point out except for the erroneous Lake Anne lease tax payment posting in the expenses page of the report. She

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explained that this rarely happens, and accountants use a "month 13" mechanism to go back and fix such errors. This will be corrected but figures related to it won't be published until around October, following the approval of Carryover by the Board of Supervisors (BOS) in September.

She highlighted good revenue performance – particularly for tax receipts and investment returns, and she noted that personnel cost increases are due to pay increases and some position reclassifications. Dick asked if those adjustments are done. Leila responded that they are done for now and exact costs will be identified and inserted by Department of Management and Budget (DMB) for FY24 and FY25 budget preparation. She said how personnel expenses perform depends on hiring processes and position turnover.

She further highlighted that there was more youth programming than budgeted in FY23 and consequently also increased revenue. RCC's Fee Waiver program use totals are a good indicator of how our outreach in Opportunity Neighborhoods is paying off.

Operating expenses in the maintenance line increased because of higher costs in fuel and other utilities. The expansion of the Reston Multicultural Festival professional entertainment lineup in the new Reston Town Center location added costs.

As happens each year, the agency conducts a "carryover" process at the end of the fiscal year to identify revenues that should be credited to the upcoming fiscal year's activity (revenue deferral), as well as costs that must be absorbed in the coming fiscal year because the purchased goods or services haven't been delivered (either in full or partially) and won't be received until the coming fiscal year.

Further adjustments will occur to correct the erroneous assignment of the FY24 tax expense for RCC Lake Anne lease to FY23 and personnel cost adjustments that will be made by DMB.

RCC will have a strong financial foundation from which to enter FY24. In the fall, budget entries will take place and funds will be added in both personnel and operating categories. The Energy Utilization Improvement project and RCC on Wheels deposit, and up-front costs for the RCC Hunters Woods elevator replacement will be funded in the FY24 budget adjustments.

Dick asked when these numbers are sent to the BOS. Leila answered that the BOS will receive the carryover package this month and approve FY23 carryover adjustments in September. She added that the full carryover package, including the information for "other funds" is available online at the main Fairfax County website.

Old Business

No reoccurring or continuing business was reported.

New Business

None recorded.

Bev adjourned the meeting at 8:28 p.m.



William G. Bouie, Vice Chair for
Lisa Sechrest-Ehrhardt
Board Secretary

July 27, 2023

Date

BOARD ACTIONS TAKEN AT BOARD OF GOVERNORS MEETING ON July 24, 2023

- 23-0724-1 Bd That the Board approve the Agenda.**
- 23-0724-2 Bd That the Board approve the June 5, 2023 Board Minutes as amended.**
- 23-0724-3 Bd That the Board approve the June 5, 2023 Board Actions.**
- 23-0724-4 Bd That the Board approve the Annual Public Hearing and committee reports.**



William G. Bouie, Vice Chair for

Lisa Sechrest-Ehrhardt
Board Secretary

July 27, 2023

Date



**SUMMARY OF MINUTES
RESTON COMMUNITY CENTER
BOARD OF GOVERNORS
PREFERENCE POLL COMMITTEE MEETING
July 24, 2023
7:00 p.m.**

Present:

- Bill Bouie, Vice-Chair
- Dick Stillson
- Shane Ziegler
- Bev Cosham

Absent and Excused:

- Paul Thomas, Chair
- Lisa Sechrest-Ehrhardt

Attending from RCC Staff:

- Leila Gordon, Executive Director
- BeBe Nguyen, Deputy Director
- Ozun Dalaran, Public Information Officer

Bill B. called the meeting to order at 7:07 p.m. Leila said the purpose of the meeting was to review the 2023 Preference Poll Candidate Handbook. There were no recommendations to change the process after last year's elections, and the handbook is provided with minimal changes for dates and other facts accordingly. She also added that the final report from last year's Preference Poll indicated we'd forego a Candidate Forum if all the candidates are incumbents which represented the only substantive change to prior years.

The Candidate Handbook was reviewed. Leila pointed out that we typically update the annual budget part of the FAQs, and this information comes from the FY23 carryover memorandum.

Dick asked if the forum will be broadcast again. Leila clarified that it will be live on our Facebook page and posted on our website. Bill requested from members if any edits were needed.

Dick moved that the committee accept the 2023 Preference Poll Candidate Handbook as presented. Shane seconded the motion. The motion passed unanimously.

The meeting adjourned at 7:11 p.m.



RESTON COMMUNITY CENTER



**SUMMARY OF MINUTES
RESTON COMMUNITY CENTER
BOARD OF GOVERNORS
PREFERENCE POLL COMMITTEE – CANDIDATES FORUM
September 5, 2023
6:30 p.m.**

Present:

- Bill Bouie, Vice-Chair
- Paul Berry, Candidate
- Bill Penniman, Candidate
- Lisa Sechrest-Ehrhardt
- Vicky Wingert, Candidate

Absent and Excused:

- Paul Thomas, Chair
- Bev Cosham
- Dick Stillson
- Shane Ziegler

Attending from RCC Staff:

- Leila Gordon, Executive Director
- BeBe Nguyen, Deputy Director
- Ozun Dalaran, Public Information Officer
- Paul Douglas Michnewicz, Arts and Culture Director
- Mark Anduss, Theatre Technical Director
- Laura Moody, Assistant Technical Director
- Matt Nogay, Assistant Technical Director
- William Parker, Box Office Manager
- Dave Stinnett, Facility Attendant

Bill B. welcomed the audience at 6:31 p.m. He greeted the candidates and the audience attending in person or via Facebook Live. He explained RCC's Board of Governors structure, how it provides oversight of RCC finances and budget proposals and advises on policy and programming.

Then he continued by sharing information about the Preference Poll process and reminded everyone of the voting dates. This year voting will begin on September 8. Voting will close at 5:00 p.m. on Thursday, September 28 at 5:00 p.m. for mailed ballots and at 5:00 p.m. on Friday, September 29, for electronic or dropped-off ballots. He encouraged everyone living in Reston to participate in the Preference Poll.

Each of the candidates shared their statements. After that they responded to questions asked by the moderator: Questions pertained to what candidates perceived to be the community's recreational and cultural challenges and priorities as well as how RCC could meet them.

A question from the audience asked how the candidates were planning to maintain and support the Board's inclusivity, diversity and equity-related efforts. The candidates explained their views.

The forum adjourned at 7:08 p.m.



Executive Director Report Summer (June-August) 2023

Pillar I – Facilities

RCC buildings require an annual maintenance period in late August to restore them to pristine conditions, accomplish updates to systems or furnishings, repair or replace equipment, and generally restore supplies and other materials that are affected by the array of camps and offsite program offerings that occur from June through August.

The Energy Utilization Improvement project preliminary efforts are underway. We're close to 95% completion of design and specification documents. Once they are finished (mid-September), CMTA will send them to RCC to review. After CMTA incorporates any comments, they will go to bid and plan review both with Reston Association's Design Review Board and Fairfax County Land Development Services in early October. The bid period will be four weeks. During that time, RCC will get the first draft of the official contract. We will then have a contract and bid review meeting to discuss both.

Pillar II – Equity

RCC provided Reston with 57 scheduled free performances or events in offsite locations at Reston Town Center, Reston Station and Reston Association parks from late May to the end of August. Additionally, 11 Fun Around Town or Crafternoon events are provided at Reston Opportunity Neighborhood (RestON) sites. We presented our most successful and well-attended National Night Out event in front of RCC Hunters Woods in August. The requested "women-only" swim evening occurred twice this summer.

The summer camps fee waiver utilization total increased from \$74,810 in 2022 to \$95,574 in 2023. This is evidence of our increased outreach efforts in the RestON sites.

Pillar III – Community Connections

Summer activities are closely aligned with community outreach. At all the events we provide, RCC staff engage with people and urge them to give us input and feedback on our events and our overall efforts.

Pillar IV – Programs and Services

Overall, summer camps enrollment for 2023 was 88% of the total enrollment for 2022 (1,114 versus 1,255), however, this represented 93% of capacity – as compared to 2022's 84% of capacity. More Lifelong Learning trips were offered this summer to greater levels of participation. A new Code of Conduct for those excursions was developed to help people remember how to participate. Participation in Aquatics and Fitness offerings increased as well.

Pillar V – Communications

RCC's new website has been getting compliments. The new "Community Events Calendar" feature is up and running, and more groups are participating in providing event information for that page.

Pillar VI – Stewardship and Accreditation

Summer personnel activities: Established, recruited and hired for the agency's accreditation specialist position. Reclassified the assistant position in Offsite and Collaboration to a specialist position to support expanded duties and the challenging labor market – the reclass moved the position from an S16 to S19 status; it will be advertised in September. We filled the second assistant theatre technical director position. We hired part-time support to augment the Finance/HR team following the untimely passing of our procurement specialist Grazyna Siebor. Fourteen candidates were interviewed for two Customer Service part-time merit positions.

Executive Director Activity

I attend Leadership Fairfax, ArtsFairfax and Public Art Reston board meetings. I am particularly pleased that the Board of Supervisors accepted the *Fairfax County Master Arts Plan: Facilities* on July 11, 2023. I chaired the task force responsible for crafting that plan for the past 10-plus years. It is now in the hands of the County Arts Committee to implement and update annually.