



**SUMMARY OF MINUTES
RESTON COMMUNITY CENTER
BOARD OF GOVERNORS MEETING
November 7, 2011**

Present:

- Beverly Cosham, Chair
- Colin Mills
- Bill Bouie
- Cathy Vivona
- John Gasson
- Bill Keefe
- Bill Penniman
- Carol Ann Bradley
- Roger Lowen

Staff:

- Leila Gordon, Executive Director
- Kristin Terrill, Public Information Officer

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

Approval of the Agenda:

Beverly Cosham, Chair

MOTION #1:

Bill B. moved that the Agenda be approved as written. Roger seconded the motion. The motion passed unanimously.

Approval of the October 3, 2011 Board Minutes:

Beverly Cosham, Chair

MOTION #2:

Bill B. moved that the Board approve the October 3, 2011 Board Minutes. Carol Ann seconded the motion. The motion passed unanimously.

Approval of the October 3, 2011 Board Actions:

Beverly Cosham, Chair

MOTION #3:

Bill B. moved that the Board approve the October 3, 2011 Board Actions. Roger seconded the motion. The motion passed unanimously.

Introduction of Visitors

There were no visitors.

Building Committee Report

See attached report.

Preference Poll Committee Report

See attached report.

Cathy asked for clarification of whether, under the committee's recommendations, someone whose candidate statement is over the word limit would be disqualified or just have their statement cut off at the end of the word limit. Leila stated that, this year, a candidate whose original statement was too long received notification and shortened his statement before the deadline. She thought the rules should be made more clear and a statement exceeding the word limit should be disqualifying. Cathy expressed the

view that it would be more reasonable to just cut the statement off at the word limit when it was published. Leila clarified that the suggestion in the Preference Poll Committee report is to make it as clear as possible in the candidates' handbook what the consequence would be of exceeding the word limit, whether it is disqualification or cutting the statement short. Beverly said she is concerned that RCC staff and leadership should not be in the position of editing a candidate's statement by cutting it off at the word limit. Bill B. said that this is an issue that the next Preference Poll committee can address. Cathy said it needs to be clear that the only thing RCC does with candidate statements is count the words, not edit. Bill P. requested and received clarification that the recommendations in the Preference Poll Committee are addressed to the next Preference Poll Committee and are not proposals to be voted on by the BOG at this time. Cathy asked if these potential changes would affect the Board of Governors bylaws and Leila said no. Cathy said the next Preference Poll Committee should also address making clearer rules about bringing only speaking notes to the candidates' forum, and no other materials, as noted in the Preference Poll Committee report.

Cathy asked about the number of Preference Poll ballots submitted in person, in the mail, and online, compared to previous years. Leila said the trends are clear and there are more mailed and online ballots each year. Roger mentioned the increase in commercial votes this year and suggested that we should remind businesses that they have access to RCC programs at the Reston rate.

Approval of the Committee Reports

Beverly Cosham, Chair

MOTION #4

Bill B. moved that the Board approve the October 25, 2011 Building Committee Report and the November 7, 2011 Preference Poll Committee Report. Roger seconded the motion. The motion passed unanimously.

Nominating Committee and Proposed Officer Slate

Bill Keefe, Nominating Chair

Bill K. reviewed the proposed slate of officers for 2011-2012:

Beverly Cosham, Chair
Bill Bouie, Vice Chair
Bill Penniman, Secretary
Cathy Vivona, Treasurer

MOTION #5:

Carol Ann moved that the Board approve the proposed slate. Bill B. seconded the motion. The motion passed unanimously.

The new officers were seated. Cathy noted that the new Board should be seated prior to the election of officers, which Leila acknowledged would be followed in future transition meetings of the Board. This was an oversight this year.

Committee Assignments

Beverly Cosham, Chair

Beverly reviewed the committee assignments for 2011-2012 as well as liaisons to community organizations. See attached Board Contact Sheet and Committee Assignments.

New Chair's Remarks:

Beverly said she is happy to continue as chair. She is excited about the upcoming first performance in the newly upgraded Community Room. The Reston Community Orchestra's first concert will be November 20, and she is looking forward to seeing how the sound is in the room with the recent upgrades. The sound should be identical at the front and back of the room now. She is also excited about the new fitness

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rooms at Lake Anne. RCC's facilities have been greatly improved with the leadership of Leila and Deputy Director Tom Ward, and she expects excitement to build in the community about these spaces.

Board Member Input on Activities Attended:

John reminded everyone of the Initiative for Public Art-Reston (IPAR) annual reception coming up on Thursday, November 10 and noted that our local high school has been included in the event; South Lakes High School will be doing the catering.

Carol Ann worked on the Preference Poll Committee and gave welcoming remarks in Beverly's place at the Lake Anne Grand Reopening. She also participated in the Homeless Walk to benefit Reston Interfaith and noted that 1,500 walkers participated in all of the walks around the area that day. She also attended the Building Committee meeting.

Vicky met with Leila to learn more about board responsibilities. She also noted that the Reston Historic Trust's Reston Home Tour was very successful and made more money this year than ever before.

Bill P. has been meeting with the Reston Master Plan Task Force, and also participated as a candidate in the Preference Poll.

Bill B. has been working with IPAR and encouraged everyone to attend the annual reception on Thursday. He has been working with the Park Authority and noted that the design of the skate park is about 90 percent finished. The design has been expanded to include 20,000 square feet and additional lights. The skate park opening is anticipated to be part of the next July 4 ceremony. He encouraged everyone to volunteer at the Thanksgiving Food Drive event. Leila reminded everyone that Thanksgiving Food Drive volunteers need to register in advance this year.

Roger attended a performance of *The Drowsy Chaperone* at the CenterStage. He also attended the Multicultural Festival in September, as well as the Preference Poll Candidates Forum. He attended the Reston Association Design Review Board meeting that included discussion of the Hunters Woods Village Center renovations. He has been swimming at the pool and met with the Reston Masters swimmers and the RCC Aquatics Director to discuss some requests from the swimmers. He attended the Lake Anne Grand Reopening and a fundraiser for the Reston Chorale. He noted that the Reston Chorale has raised a question about the sound in their rehearsal and performance space at RCC. Leila said she spoke with the conductor and asked him to wait until after a performance has happened to see how things go and get audience feedback before discussing the issue further.

Bill K. attended Reston Master Plan Task Force meetings with Bill P. and noted that the kickoff meeting for the Phase 2 portion of the Reston Master Plan Special Study will be on November 16. He also attended the Lake Anne Grand Reopening and the Building Committee meeting.

Cathy attended the Lake Anne Grand Reopening, the Building Committee meeting, and bridge.

Beverly performed as part of the Osher Lifelong Learning Institute and RCC Meet the Artist Series. She also attended the Sustainable Reston Forum, the Homeless Walk, the Leon Bates concert, and Wii Fit for Seniors class.

Executive Director's Report:

See attached report.

Leila noted several upcoming dates to be aware of, including the November 14 Finance Committee meeting, November 19 Board Orientation, and annual strategic planning session during the first weekend in January. The strategic planning session will be at Airlie Conference Center. Leila encouraged everyone to think about topics for this year's session and noted that one outstanding topic from last year is the revisions to the bylaws and existing RCC policies. Leila also noted that there will be an all staff meeting on November 15 at 4:00 p.m. to talk about the first year of RCC's five-year strategic plan activities.

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Cathy stated that the strategic planning session should be strategic and not procedural, and the Program/Policy Committee should take up the bylaws and policy revisions. Bill B., Chair of the Program/Policy Committee, agreed, and Leila said that she will circulate some potential December dates for the committee to meet.

Leila said she will circulate discussion notes after the all staff meeting, and everyone can think about topics for the strategic planning session.

MOTION #6:

Cathy V. moved that the meeting be adjourned. Carol Ann Bradley seconded the motion. The motion passed unanimously.

The Chair adjourned the meeting at 8:55 p.m.



William Penniman,
Board Secretary

November 16, 2011
Date

BOARD ACTIONS TAKEN AT BOARD OF GOVERNORS MEETING ON NOVEMBER 7 2011

- 11-1107-1 Bd That the Board approve the agenda.**
- 11-1107-2 Bd That the Board approve the October 3, 2011 Board minutes.**
- 11-1107-3 Bd That the Board approve the October 3, 2011 Board actions.**
- 11-1107-4 Bd That the Board approve the October 25, 2011 Building Committee Report and the November 7, 2011 Preference Poll Committee Report.**
- 11-1107-5 Bd That the Board approve the proposed slate of 2011-2012 Board officers.**
- 11-1107-6 Bd That the meeting be adjourned.**



William Penniman,
Board Secretary

November 16, 2011
Date



MEMORANDUM

DATE: October 26, 2011
TO: RCC Board of Governors
FROM: Bill Keefe
Chair, Building Committee
SUBJECT: October 25, 2011 Building Committee Meeting

The Building Committee met on Tuesday, October 25, 2011. Present were:

- Bill Keefe, Committee Chair
- Bill Penniman
- Cathy Vivona
- Carol Ann Bradley
- Beverly Cosham, RCC Board Chair

Attending from the RCC Staff:

- Leila Gordon, Executive Director
- Kristin Terrill, Public Information Officer

The Chair called the meeting to order at 5:08 p.m. Reynolds Allen from Edens and Avant was in attendance. Copies of drawings for Edens and Avant's redevelopment plans for Hunters Woods Village Center were passed out and large format copies were provided for the group discussion.

Bill K. stated that the current drawings show general sprucing up for the village center and will bring much needed improvements. He explained that Reston is a premier planned community and RCC wants to see Hunters Woods Village Center succeed and wants to partner with Edens and Avant to improve RCC's visibility. He mentioned that starting in November the Reston Master Plan Task Force will start another phase that will focus on the village centers and other parts of Reston beyond just transportation. Reynolds Allen said he is aware of the Task Force. Bill K. stated that RCC would like to sit down with Edens and Avant and their design team in the future and discuss ideas for the longer term vision of a mixed use village center. Today's discussion focused on a few specific comments on the current drawings.

Bill K. asked what Edens & Avant has done since the last Building Committee meeting on August 31. Reynolds Allen said that they have added two additional handicapped spaces on each end of the first row of parking in front of the block where Ledo is located. They have also discussed proposed raised tables for pedestrian crossings from the parking lot. They discussed RCC's request for a drop-off area and the possibility of additional parking or a drop-off area near where Dairy Queen is located, but there are restrictions on what can be done in that area because it is a fire lane. There will be removable bollards in that area and they will keep a very clear path down that walkway coming into the circle near RCC. The center of the circle will be grass. There will be additional trees and benches along the walkway. The curb of the sidewalk will be flat to the parking

lot but the removable bollards will be there. Leila noted that the removable bollards should be easy to remove because the fire lane tends to be used as often as a couple of times a month.

Bill K. asked about Edens and Avant's plans for furniture and lighting and the possible inclusion of public art. Reynolds Allen said that Edens and Avant did meet with Initiative for Public Art Reston (IPAR). He said it is hard to commit to anything specific at this stage but they are committed to working with IPAR and exploring what can be done to add public art to this area. Right now the priority is to get the area cleaned up and update its general appearance before undertaking more involved improvements. Lighting changes may come sooner rather than later.

Reynolds Allen asked how the committee members felt about the village center's lighting needs. Leila said the current lights have very high glare and are not aesthetically appealing. RCC would like something that is much more attractive and also takes into consideration the adjacent homeowners. The safety issues on the side near Dairy Queen are not as urgent as on the other side near Ledo and Buffalo Wing Factory. The lights there are currently out and that walkway is a lot narrower. Lighting will be important in both areas for a sense of safety. Bill P. suggested up-lighting and Leila suggested lighting that will be less bright white and have less glare. The area between Ledo and Buffalo Wing Factory is much more restricted and RCC patrons report feeling more uncomfortable there.

Leila asked if Ledo and Buffalo Wing Factory have come to any agreement about outdoor seating. Reynolds Allen said Edens and Avant has talked with them just very conceptually and no decisions have been made yet. Bill P. asked about the possibility of putting seating in front of all of the restaurants to add life in front of the buildings. Beverly mentioned that groups are often seen talking in front of the Indian restaurant and it would be nice for them to have a place to sit. Bill P. said it would be nice to include a place for kids to play. This might boost traffic to the stores and would tie in nicely with RCC. Reynolds Allen said these are all ideas to consider but that more complicated projects might have to be part of a later phase of development. Edens and Avant currently plans to make the center circle of concrete in the plaza between Dairy Queen and RCC a reinforced lawn.

Cathy stated that the slope on the hill going past Dairy Queen into the circle combined with limited drainage leads to water pooling when it rains. Reynolds Allen said Edens and Avant is planning to improve the storm drainage system. Leila said the center circle used to be lower than the surrounding land but now it is raised and water runs off of it and pools in other areas. The drains in front of RCC were improved about 15 years ago and they seem to be working. We used to get flooding near the front doors but the improvements helped. Improving the drainage in that walkway and plaza should be a priority.

Leila mentioned that RCC has partnered with IPAR on two major projects in the community — the Glade Underpass and the park in front of the Hyatt at Reston Town Center — and RCC would be glad to contribute to a public art project here and would particularly appreciate art that involves light and interaction. She mentioned lighting that can be done even underneath the road surface, and Reynolds Allen said he is familiar with that and likes the idea of dance steps and other artistic lighting. He indicated this may be something to consider for a future phase of development.

Bill K. mentioned that RCC would appreciate any improvements that could make the center circle of the plaza between Dairy Queen and RCC compatible with RCC's programming, such as seating or designing some type of amphitheater. Bill P. suggested combining something like an amphitheater with something children can play on. This would capture kids coming out of programs at RCC and the nearby Tae Kwon Do and dance center, and would bring more traffic to the restaurants. The concrete circle that is there now is not useful. Reynolds Allen said this initial phase of development is really just to clean up the village center and more substantial improvements could potentially be considered at a later stage.

Leila said she would urge Edens and Avant to talk to their architects about infrastructure in terms of power service. She noted the importance of separated grounded power for light and sound, which would allow for the ability to amplify sound without that running on the same circuits as lighting. Sophisticated systems are available that can point amplified sound in a particular direction and away from other directions, and the same is true for lighting, which can help avoid upsetting adjacent neighbors.

Bill K. said he likes the idea of a second phase of development in which RCC could potentially work with Edens and Avant on the design of the village center, and RCC would consider paying for developments that are specific to RCC. Leila mentioned the Reston for a Lifetime group and their goal of a "senior playground." We should take a multigenerational approach and be cognizant of these groups when we get to a point where there is a substantial investment in design.

Leila said the other element the committee wanted to mention at this meeting was directional signage within the parking lot. People don't tend to look up and see the backlit "Reston Community Center" sign on the building from their cars. Bill K. said improved signage could potentially be a budget item for RCC depending on what could be done specific to RCC. Reynolds Allen said Edens and Avant is hoping to have a comprehensive sign amendment proposal ready for the November Reston Association Design Review Board meeting. They met with the Design Review Board on September 20 and were granted approvals for the proposed changes to the parking area and landscaping around the vacant building where Hollywood Video used to be. They were granted conceptual approval on the renovation of the building facades and are working on finalizing those plans now to submit for the November meeting. They presented two options for signage and conceptual approval was granted as long as the Exxon station agrees to put an additional sign on their property. Edens and Avant wanted to discuss the appearance of RCC on the sign today. Reynolds Allen shared a drawing of what this sign would look like. RCC was listed in dark lettering on a dark background below "Hunters Woods Village Center" on a lighter background. Bill K. and Bill P. both commented that a lighter background would be needed in order for people to see the RCC listing.

Bill P. mentioned that it is very difficult to find locations without seeing street numbers and asked if street numbers can be added anywhere. Reynolds Allen said he has experienced this also, but that it is difficult to do this tastefully. Bill P. said it is actually in the law to post street numbers but this is not enforced. Reynolds Allen said he is open to looking into options for posting street numbers.

Beverly commented that she doesn't see a focus on the sign and that it seems like "Hunters Woods" is the most important part. Reynolds Allen said sign designers are typically focused on branding properties and want the property name to be the focus of the signage, but he also recognizes that from a more practical standpoint people think of shopping at Safeway rather than Hunters Woods. He said most successful redevelopments like this have changed residents' perspective from thinking of just one tenant to thinking of the entire place. He said he will see what can be done.

Leila clarified that RCC is not a tenant in Hunters Woods, but an adjacent property. Beverly said the current sign drawing doesn't do anything to elevate our visibility, and she can understand how the nearby church feels the same way. Leila said it might be worthwhile to ask Edens and Avant's design team to separate the two issues and think in terms of signage from the tenants' perspective but also recognizing that the tenants' business traffic is improved by these other properties that are not tenants, including RCC and the church. One idea would be to consider adding a nearby sign for the other civic properties that are not Hunters Woods tenants. At a minimum, the plants growing over the current sign should be cut back so that RCC is actually visible. Bill K. asked what Edens and Avant's timeline is on the signage. Reynolds Allen said the first step is to submit the proposed

signage to the Design Review Board, and then they will go through the Fairfax County approvals process.

Bill P. said the overall sign approach conceptually is a good one. It distinguishes the tenant businesses and RCC. The only major problem in the drawing is that the RCC reference is dark on dark color so RCC does not stand out. Beverly said her only comment is that Hunters Woods to her is the most important thing, but other civic properties like RCC and the church should also be considered. Reynolds Allen said adding a reference to the church also is something they are considering. Bill P. said they could also think about raising the height of the sign and could add the church under RCC. Raising the height of the sign would make it more visible to a driver.

Leila said that in the next phase of development RCC would like to talk about adding a marquee to show programs and events and add a sense of activity. RCC would be happy to invest in a marquee because it would help people trying to find RCC and find the programs and events going on here. People often can find Hunters Woods but can't find RCC. A marquee could even be an addition to the planned new sign. It should be something that could be programmed and changed and that has a tasteful appearance. The committee discussed examples of marquees and mentioned the AFI Theater in Silver Spring and the Kennedy Center. Generally, the marquee could have a black background with red letters. It would not have to emit a lot of light but would be very visible and alert people that they are in the right place.

Bill P. asked about signage in front of the two walkways back to RCC. Leila said that there is a sign between Ledo and Buffalo Wing Factory but it is so nondescript that it blends in and people don't see it. Reynolds Allen shared a picture of the current sign. Leila said making light and signage part of a public art feature could help attract attention.

Bill P. asked if Edens and Avant is expecting any tenants to turn over in the near future. Reynolds Allen said not many are expected to turn over. There is currently about 9,000 square feet of vacant space. Dunkin Donuts has signed a lease to move into the space closest to Burger King in the building where Hollywood Video used to be. Edens and Avant is hoping to fill other vacant spaces soon. Other tenants have longer lease terms, typically 3 to 4 years. Bill P. said it would be nice to improve the front appearance of the line of stores in the Ledo block and turning the corner towards Safeway to make that area more attractive and give people a place to be outside. Reynolds Allen said there is no room to make the sidewalk in front of that block any wider and that Safeway has restrictions on the restaurants nearby in terms of the number of restaurants and the square footage of restaurant space. Edens and Avant is planning to add benches and planters on that corner. Bill P. said we would love to have a feel similar to the property in Herndon off of Sunrise Valley Drive where the Harris Teeter is located. Leila said peoples' habits are changing. Right now the village centers just have lots of parking, and when they are set farther back from streets they are less financially successful. The perception is that more successful village centers are more like "town centers." She suspects that this Harris Teeter gets a lot of foot traffic from the condominiums next door to it. Reynolds Allen said he likes projects like that, as they are very active and walkable, and that concept seems to work in certain environments.

The RCC indicated to Reynolds Allen that in the presentation to the Reston Association DRB in November, Edens and Avant should make explicit that this set of improvements are a first phase of their long-term ownership plans and that they will work with RCC on a continuing basis to pursue more intensive improvements farther down the road that might include RCC contributions.

Other Business

Beverly appointed Bill K. and Roger L. as the Board of Governors Nominating Committee. Bill K. accepted for both. Beverly said they will prepare the slate of nominations for the next meeting.

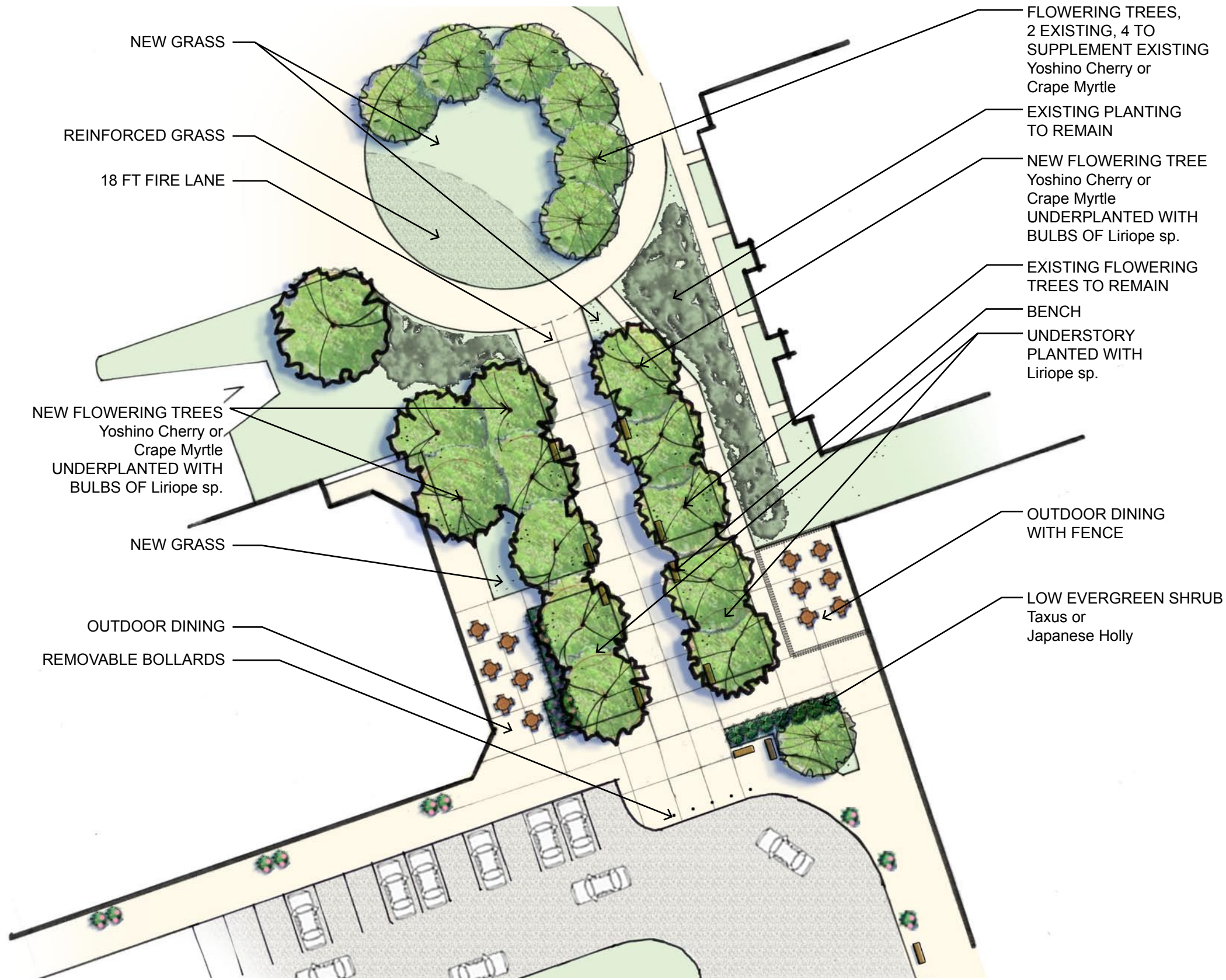
The Chair adjourned the meeting at 6:16 p.m.



HUNTER'S WOODS VILLAGE CENTER

FAIRFAX COUNTY, VA

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Yoshino Cherry



Crape Myrtle



Azalea sp.



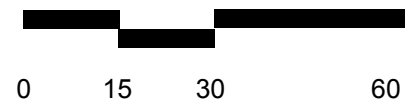
Anthony Waterer Spirea



Taxus



Japanese Holly



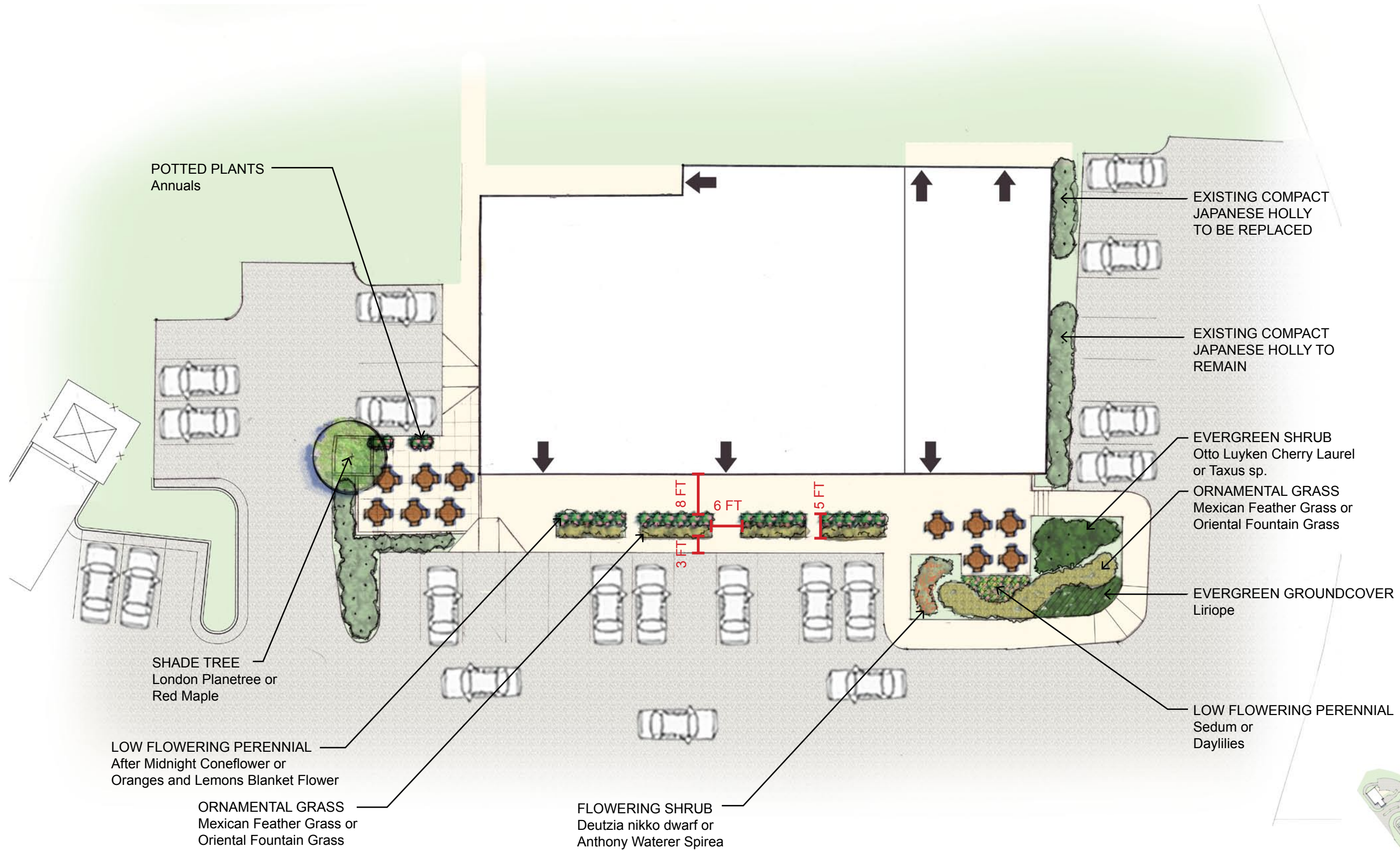
KEY PLAN

HUNTER'S WOODS VILLAGE CENTER

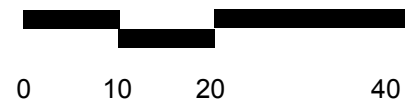
FAIRFAX COUNTY, VA

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KEY PLAN



HUNTER'S WOODS VILLAGE CENTER

FAIRFAX COUNTY, VA



London Planetree



Red Maple



After Midnight Coneflower



Oranges and Lemons Blanket flower



Annuals



Deutzia Nikko



Anthony Waterer Spirea



Sedum



Daylilies



Annuals



Mexican Feathergrass



Oriental Feathergrass



Liriope



Cherry Laurel

HUNTER'S WOODS VILLAGE CENTER

FAIRFAX COUNTY, VA

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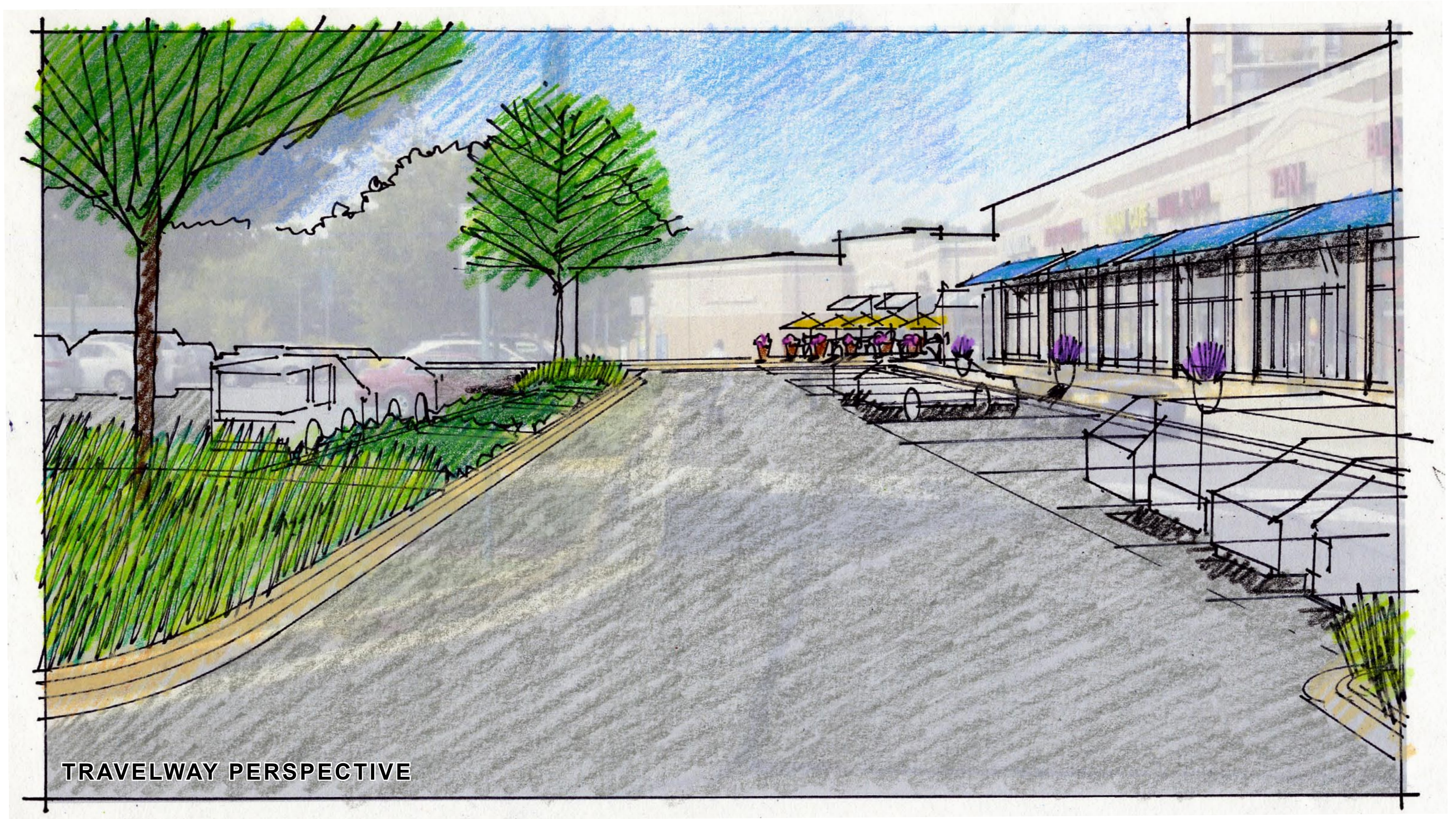
KEY PLAN



HUNTER'S WOODS VILLAGE CENTER

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TRAVELWAY PERSPECTIVE

HUNTER'S WOODS VILLAGE CENTER

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MAHAN RYKIEL
ASSOCIATES INC.

EDENS & AVANT



**Reston Community Center Board of Governors 2011 Preference Poll Committee Report
November 7, 2011**

Overview

In general, the 2011 Preference Poll processes continued to demonstrate the wisdom of the change to the RCC Memorandum of Understanding that facilitated electronic and mailed balloting. The overall participation in the Preference Poll (1,929) increased again; this year by 9.7% over last year (1,757). The most positive overall development was the big leap forward in balloting by commercial properties; we received a total of 69 ballots from those addresses, which is a major breakthrough from past years. Prior years' highest participation level was in the twenties, and last year, we had no commercial property votes at all.

Competition for Board seats did not generate a remarkable increase in participation; last year's growth in participation (with no contests) over the previous year's was 18%. Overall participation, or turnout, was reported as 6.8% of the total ballots voted; .03% viewed the ballot but did not vote (9 ballots); and 93.17% of the total universe of voters (28,387 addresses) did not participate at all. The participation by zip code was:

<u>Zip</u>	<u>Commercial #/%</u>		<u>Residential #/%</u>	
20190	40	/2%	552	/28.6%
20191	28	/1.4%	933	/48.4%
20194	1	/.005%	368	/19%

7 ballots were "unknown" zip codes.

Voting Methodologies

- Online direct voting: 826
- Mailed ballots: 1005 (valid); 6 were invalid (either already voted, more than 4 votes or no selection)
- League entered: 91 (valid, dropped off in ballot boxes)
7 (valid, provisional)
- Ballots received at RCC but not valid: 2 in the boxes prior to the cutoff and 1 dropped off on 10/17, after balloting had closed.

Process Notes

This was the first year with electronic and mailed balloting that we had contested seats. There were experiences with the candidate filing processes, printing of ballots, and candidates forum aspects of the Preference Poll that we would recommend addressing with procedural adjustments.

Candidate Filing and Campaign Period

Candidates are required to comply with word count limits on the filing form, the signature of the candidate must be on the filing form, and the statements provided are transferred verbatim and

without editing to any and all reproduction of the candidates' statements. After consultation with the County Attorney in regard to a candidate's repeated objections to not being allowed to revise his statement after the deadline and who was also given an opportunity to revise the statement prior to the deadline to comply with the word count requirement, the recommendation is to explicitly state on the filing form that any failure to comply with its requirements would disqualify the candidate.

Recommendation 1: Include a statement on the filing document pointing out that candidates who fail to comply with word count limits will be automatically disqualified from running.

Another issue confronted for the first time this year involved the timing of our printing to get ballot materials to the voters beginning on the first day of voting. To be sure that there is the maximum amount of time possible for the printing (complicated by the merge process that puts USERID and PIN data from our electronic voting vendor, Votenet, on the printed materials) the filing materials required for candidates should include submission of an electronic image of the candidate that is appropriate for printing requirements. To facilitate that, the photography appointment and orientation for candidates should be moved to a date prior to the filing closing date and time.

Recommendation 2: Place the Candidate Orientation and Photo opportunity prior to the closing date and time for the filing period by one day and/or require that an image be provided electronically per specified requirements with the filing statement.

Recommendation 3: Leave a period of two weeks (at least 10 business days) between the end of the filing period and the beginning of balloting.

For 2012, that would create the following timeline:

Filing:	August 31 – September 14
Photo/Orientation:	September 13
Forum:	September 17 – 27 (depending on CenterStage calendar)
Voting:	September 28 – October 12 (a Friday, at 5:00 p.m.)

Candidate Forum

For the first time this year, we confronted the issue of props or visual aids a candidate wished to bring to the forum. Again, consultation with the County Attorney resulted in advice that we explicitly prohibit the use of props, audio-visual aides, or similar materials in the Forum. He suggested we employ explicit language in the Candidate Handbook that restricts the Forum materials to notes on paper in front of the candidate at the table.

Recommendation 4: Prohibit the use of any extraneous material (other than notepapers in front of the candidate or paper handouts) in the Candidate Forum.

Voting Entry

This year, we conducted the ballot box vote entries during the final hours of the online voting. This provided a security assurance that no voting would occur after the official end of the advertised voting period.

Recommendation 5: Conduct League of Women Voters vote entry prior to the end of the official balloting to link all voting processes and the timeline.



RESTON COMMUNITY CENTER



2011 – 2012 RCC Board of Governors

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Board Committees Membership:

Community Relations

Bill Penniman, Chair
Carol Bradley, Vice Chair
Bill Keefe
Roger Lowen
Cathy Vivona

Personnel

Carol Bradley, Chair
Bill Keefe, Vice Chair
Vicky Wingert
Bill Bouie

Long Range Planning

(Committee of the Whole)
Bill Bouie, Chair
Bill Penniman, Vice Chair

Program/Policy

Bill Bouie, Chair
John Gasson, Vice Chair
Cathy Vivona
Bill Penniman
Vicky Wingert

Finance

Cathy Vivona, Chair
John Gasson, Vice Chair
Carol Bradley
Bill Bouie
Roger Lowen

Building

Bill Keefe, Chair
Roger Lowen, Vice Chair
Vicky Wingert
Bill Penniman
John Gasson

Preference Poll

(All members not up for reelection)
Roger Lowen, Chair
Bill Keefe, Vice Chair
Bill Penniman
Vicky Wingert
Cathy Vivona

RCC Board Community Liaisons

Bill Bouie—Initiative for Public Art – Reston, Inc., Park Authority

Carol Bradley—Southgate Community Center, South Lakes High School

Vicky Wingert—Reston Historic Trust, RCC Signature Events

John Gasson—Reston Association, Greater Reston Chamber of Commerce

Bill Keefe, Bill Penniman—Reston Master Plan Special Study Task Force (Bill K. as appointee, Bill P. as alternate; significant time commitment)

Roger Lowen—Reston Masters, YMCA

Cathy Vivona—Reston Interfaith, Greater Reston Arts Center

Beverly Cosham—Reston Chorale, Reston Community Orchestra, Reston Community Players



RESTON COMMUNITY CENTER



Executive Director's Report October, 2011

Administration

The installation of the curtain and accompanying solar shielding of the windows behind it in the Community Room are the final remaining major items to be completed there; lighting and sound systems went into the room during October. The major tests of the new capabilities of the room will come with the upcoming Reston Community Orchestra performance on November 22, and the Chorale Holiday concerts in December.

Other administrative functions during October centered around the intensive preparations for the adoption of the County's new software for business systems which will combine County and FCPS business functions. This is an ambitious project and undoubtedly there will be hiccups. Our Finance/HR team has been intensively training, attending sessions on preparing to "Go Live" and related purchasing and document control activities to be sure that we don't miss a step once the transition begins.

Programs

The Leisure and Learning team had an extremely busy month with the hiring of their new Senior Program Director, Karen Brutsche; trips and tours to all kinds of places, including a penitentiary for fright value; teen activities that have been very robustly attended; and the annual youth department's Halloween extravaganza are just a few highlights. The Halloween Family Fun Day attracted over 400 participants on the first day with actual snow in our area.

Aquatics staff team members have been meeting with our colleagues in the area to discuss the new American Red Cross fee structure that has come as such a shock to providers of swimming lessons and certification programs with their related requirements. This is a very active ongoing conversation and we are committed to responding in concert with our other local and regional aquatics services and program providers to have a comprehensive and high quality program at affordable pricing.

Arts and Events continues its season-long emphasis on music. October's highlight was surely the visit to South Lakes High School by pianist Leon Bates. He spoke to two groups of students from the music department and the athletics department to share his passions for the piano and body building with both. Students learned how his physical hobby helped inform and strengthen his efforts in his career as a pianist.

Executive Director

October activities included the successful conclusion of our Preference Poll; the perfect weather day for the long-awaited re-opening of the RCC Lake Anne facility; review of the artist's concept for the Reston Town Center public art project; attendance at the Southgate Community Day event; representing RCC to Reston Association's Newcomers Night; and the very successful Reston Sustainability Forum.