



**SUMMARY OF MINUTES
RESTON COMMUNITY CENTER
BOARD OF GOVERNORS MEETING
January 9, 2012**

Present:

- Beverly Cosham, Chair
- Bill Bouie
- Bill Penniman
- John Gasson
- Vicky Wingert
- Carol Ann Bradley

Absent and Excused:

- Bill Keefe
- Roger Lowen
- Cathy Vivona

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:

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

Approval of the December 5, 2011 Board Minutes:

Beverly Cosham, Chair

MOTION #2:

Bill B. moved that the Board approve the December 5, 2011 Board Minutes. Carol seconded the motion. The motion passed unanimously.

Approval of the December 5, 2011 Board Actions:

Beverly Cosham, Chair

MOTION #3:

Carol moved that the Board approve the December 5, 2011 Board Actions. Bill B. seconded the motion. The motion passed unanimously.

Chair's Remarks:

Beverly wished a happy new year to everyone. The Board looks forward to a wonderful year of activity and progress and invites visitors to attend a meeting.

Introduction of Visitors

There were no visitors.

Board Member Input on Activities Attended:

John attended the RCC Board Strategic Planning Session this past weekend, and also attended many holiday events since the last Board meeting.

January 9, 2012 Board of Governors Meeting Minutes

Bill P. also participated in the Strategic Planning Session, started a new class in the woodshop and attended the new Friday woodshop session.

Bill B. participated in the Strategic Planning Session and attended many other meetings.

Vicky also attended the Strategic Planning Session and found it very informative and enjoyable.

Carol also attended the Strategic Planning Session. She also attended the Reston Interfaith homeless walk and noted the good participation in that event. She also attended the RCC holiday teambuilding event and the Hunters Woods Elementary School celebration of their Saturday School program at Southgate Community Center. This is Southgate's fourth year of partnership with George Mason University. Through this program, students and staff from GMU teach kids music, drama, math and science each Saturday, and the kids take two trips to GMU. The idea is to motivate and encourage them about going to college. At the celebration Carol attended, three previous students and one parent talked about their experience with the program. It is a great partnership with Southgate, Hunters Woods Elementary School, and GMU.

Beverly also attended the Strategic Planning Session and the RCC holiday teambuilding. She also sang in a Christmas concert with the McLean Symphony and attended many other meetings.

Long Range Planning Committee Report

See attached report.

Bill B. mentioned a possibility for RCC to generate revenue from use of the potential turf field at South Lakes High School.

Carol asked what Bill B. meant about how RCC would generate income from use of the turf field and Bill explained that program fees could be generated from participants in classes or camps that could be held on the field. Leila explained that staff outlined a sample program to project the costs and income associated with offering a summer soccer camp program on the turf field that accompanied the materials the Board reviewed regarding turf field use policies.

Bill P. commented that participating in this opportunity is a great chance to utilize the existing fields but upgrade them and make them more accessible for more of the year for not just the South Lakes High School students but also for the community and RCC patrons.

John also expressed support for this initiative.

Beverly affirmed that the Board's discussions about this initiative were very thorough and community members should be assured that the opportunity for RCC to take part and contribute was thoroughly vetted.

Approval of the Committee Reports

Beverly Cosham, Chair

MOTION #4

John moved that the Board approve the January 6 and 7, 2012 Long Range Planning Committee Report. Carol seconded the motion. The motion passed unanimously.

Executive Director's Report:

See attached report.

Leila called attention to the upcoming West Glade Corridor community meeting planned for January 25 at 7:00 p.m. at Southgate community Center. RCC will support this effort and community members are encouraged to attend.

Old Business:

Bill B. requested that RCC contribute \$100,000 to the turf field initiative, subject to the criteria identified by the Board and described in the Long Range Planning Committee report.

MOTION #5

Carol moved that RCC provide a contribution amount of \$100,000 to the South Lakes High School Synthetic Turf Field Development Project consistent with our mission and the criteria identified by the Board of Governors' Long Range Planning Committee. This contribution will be provided from operating funds in the FY13 Budget via adjustments to that budget that will be identified in RCC's third quarter submission. Bill P. seconded the motion. The motion passed unanimously.

New Business:

Everyone was reminded of the West Glade Corridor Community meeting at Southgate Community Center on January 25; and of the annual Community Relations and Program/Policy Committee meeting on February 13 at 6:30 p.m. at RCC Hunters Woods; and of the upcoming Reston Dr. Martin Luther King, Jr. celebration events occurring January 14 – 16.

MOTION #6:

Bill P. moved that the meeting be adjourned. Bill B. seconded the motion. The motion passed unanimously.

The Chair adjourned the meeting at 8:28 p.m.



William Penniman,
Board Secretary

January 11, 2012
Date

BOARD ACTIONS TAKEN AT BOARD OF GOVERNORS MEETING ON JANUARY 9 2012

- 12-0109-1 Bd That the Board approve the agenda.**
- 12-0109-2 Bd That the Board approve the December 5, 2011 Board minutes.**
- 12-0109-3 Bd That the Board approve the December 5, 2011 Board actions.**
- 12-0109-4 Bd That the Board approve the January 6 and 7, 2012 Long Range Planning Committee Report.**
- 12-0109-5 Bd That RCC provide a contribution of \$100,000 to the South Lakes High School Synthetic Turf Field Development Project consistent with our mission and the criteria identified by the Board of Governors' Long Range Planning Committee. This contribution will be provided from operating funds in the FY13 Budget via adjustments to that budget that will be identified in RCC's third quarter submission.**
- 12-0109-6 Bd That the meeting be adjourned.**



William Penniman,
Board Secretary

January 11, 2012
Date



**MEETING SUMMARY
LONG RANGE PLANNING COMMITTEE
STRATEGIC PLANNING
JANUARY 6-7, 2012**

Friday, January 6, 2012

Present:

- Carol Ann Bradley
- Bill Bouie
- Vicky Wingert
- Cathy Vivona
- Beverly Cosham
- John Gasson
- Bill Keefe

Absent and Excused:

- Bill Penniman
- Roger Lowen

Staff:

- Leila Gordon, Executive Director
- Thomas Ward, Deputy Director
- BeBe Nguyen, Media Director
- Pam Leary, Customer Service Manager
- Kristin Terrill, Public Information Officer

Facilitator:

- Karen Cleveland

The meeting was called to order at 7:48 p.m.

Online Registration

Staff presented the Board members with rationale and process issues related to pursuing online registration for Reston-qualified patrons through the new RCC website. Staff will continue to develop this with consideration given to objectives of making the process comprehensive for all patrons, which may involve phases to adjust registration processes for Aquatics class placements; assuring that all the best technical solutions to providing high-quality service are explored; and that program accessibility regardless of ability to pay is preserved.

Website Development

The group explored the attributes of various websites and their functions to provide direction to the staff on how to achieve our goals of making the RCC website more dynamic, useful and attractive. Overall guidance points included that “dropdown” menus that are quick and simple to use and observable by “hovering” are preferred, a design that is easy on the eyes is most appealing; and that in terms of utilization, minimizing the number of clicks needed to get to action items or information are important elements. The website needs to immediately reflect who we are and what we do.

The meeting was adjourned at 9:50 p.m.

Saturday, January 7, 2012

Present:

- Carol Ann Bradley
- Bill Bouie
- Bill Penniman
- Cathy Vivona
- Beverly Cosham
- John Gasson
- Bill Keefe
- Vicky Wingert

Absent and Excused:

- Roger Lowen

Staff:

- Leila Gordon, Executive Director
- Thomas Ward, Deputy Director
- BeBe Nguyen, Media Director
- Pam Leary, Customer Service Manager
- Kristin Terrill, Public Information Officer
- Renata Wojcicki, Finance Director
- Linda Ifert, Acting Arts and Events Director
- Eileen Boone, Leisure and Learning Director
- Joe Leary, Aquatics Director
- Harun Rashid, Information Technology Manager
- Brian Gannon, Facilities Manager

Facilitator:

- Karen Cleveland

The meeting was called to order at 9:34 a.m.

The group reviewed RCC's vision, mission and values, and the agenda for the day.

Turf Field Support Request

Discussion of the Board was focused on both the specific request for a funding contribution from RCC of \$100,000 to a community partnership to realize synthetic turf fields at South Lakes High School and the decision criteria and procedures to respond positively to the request.

The Board discussion of the decision-making criteria concluded that:

- Making such a contribution in concert with other community partners fulfills our mission and will result in a well-utilized and supported community asset.
- This request has arisen because South Lakes High School is pursuing a competitive grant to fund development of synthetic turf fields on their campus. This grant process presents a narrow window of time during which the school must demonstrate community commitments to provide the necessary funds. RCC is among several organizations being asked to provide evidence of a specific funding commitment amount should the effort be successful.
- In addressing this opportunity, RCC is relying upon SLHS to provide communication with their neighbors to assure they are informed about the opportunity. RCC is not conducting a public hearing because of the nature of its role in providing a one-time monetary contribution to the financial package for the project.
- There is an appropriate process available to us to transfer our funds to the Fairfax County Public Schools entity responsible for the overall contracting for delivery of the fields.
- The contribution made by RCC will not obligate RCC to ongoing maintenance and/or replacement of the synthetic turf fields.

January 6-7, 2012 Long Range Planning Committee Meeting

- RCC will be covered by Neighborhood and Community Services (NCS) policies to be assured of our pro-rata rights to schedule programs, activities and services on the community use field. These policies establish RCC's role and scheduling rights without respect to who may be the principal of the school at any given point in time.
- Funds for the contribution will come from savings in the RCC operating budget for FY13 and will not require a transfer from the Fund Balance.

Mind Mapping

A decision-making and problem-solving technique called "Mind Mapping" was discussed and used as an exercise framework to arrive at different models of how RCC's Board and staff could consider issues such as the synthetic turf field opportunity and other major undertakings or decisions.

Reston Master Plan Task Force

Bill Keefe and Bill Penniman discussed the issues surrounding the Reston Master Plan Special Study Task Force and how those impact RCC. The new plan language for Reston will reflect an approach to open space, recreation and cultural facilities' development and priorities that involves RCC, the Fairfax County Park Authority, and Reston Association.

RCC Strategic Plan: Capital Facility Priorities

The Board and staff discussed the capital facility priorities in the Strategic Plan: an indoor 50-meter pool and a performing arts venue. Discussion revolved around the potential sites for realizing each, the types of partners each might attract, the need to involve other funding partners, and different timelines associated with various scenarios for achieving the two types of capital facilities. Further Long Range Planning Committee meetings and staff support activities will deal with these issues.

The meeting was adjourned at 2:53 p.m.



Executive Director's Report
December, 2011

Administration

We continue to cope with the challenges posed by the Fairfax County conversion to new business systems software. The Reston Community Center Finance Department team works daily to try to assist the County's Accounts Payable unit with processing of outstanding invoices as rapidly as possible. Reports require a great deal of effort to format and we are hoping that, with time and practice for everyone involved in this conversion process, our systems will catch up with our requirements.

The next phase of capital project effort will be to examine the timeline and program needs related to the addition of the accessible family restroom in the rear of the RCC Hunters Woods. We will also be working on the final modifications to the Community Room project to support the concert needs of the Reston Chorale.

Programs

December is always a very hectic programming month with CenterStage presenting The Nutcracker, the Reston Chorale concerts in our Community Room, holiday programs for families and seniors, and the impact of winter break on both our Terry L. Smith Aquatics Center and our daily visitors in both facilities from youth. We had our most successful ever Gifts from the HeART program at RCC Lake Anne with a total contribution from sales and hanging proceeds of over \$950 to Reston Interfaith. Many thanks go to the staff coordinating the program and to the generous artists whose contributions make it successful. The new display hallway was a big hit with everyone involved.

Summer Camp offerings for 2012 will be hitting mailboxes around mid-January; registration for those programs opens for Reston patrons on February 1. In addition, we will be partnering this upcoming summer with Dogwood Elementary School, with tutoring support from South Lakes High School, to offer an enrichment program funded by RCC. Our initial meeting to plan the program is scheduled on January 11.

In response to recent events and to address concerns of the West Glade Corridor community, Supervisor Hudgins' office and many of our local partners are going to participate in a community meeting to discuss issues and resources for this part of Reston on January 25th at 7:00 p.m. at Southgate Community Center. RCC will support this effort.

Executive Director

December activities included IPAR meetings, meetings related to Arts Council of Fairfax County matters, attendance at the Greater Reston Chamber of Commerce holiday event, (with the RCC Media Communications Director), meeting of the Reston 50/25 Committee, staff work with Park Authority and Reston Association on Master Plan issues, preparation for the January 6 and 7 Long Range Planning Committee sessions, RCC's annual December Teambuilding event, attendance at the Fairfax County Arts Committee where a presentation was made by the Metro System public art coordinator, and a productive follow-up conversation with the Reston Chorale.