



Advisory Council Meeting- January
Southgate Community Center
12125 Pinecrest Rd, Reston, VA 20191

MINUTES – December 12, 2017
Advisory Council Meeting- January
Southgate Community Center

Meeting date: Tuesday, December 12, 2017

I. Call to Order: 7:09 pm

a. Sign in:

Board Members Present: Andy Sigle, Jan

Bradshaw, Darlena Ricks, Gerald Padmore, Syazana Durrani, Kathy Jones, Luis E. Ortiz Lopez

Staff / Community Members Present: Richard Cabellos, Ha Brock, Officer Horita, Casey Hanes

II. Agenda Review approved

III. Approval of Past Meeting Minutes – Darlena

IV. Chairman's Report – Andy

- a. 501c3 progress – Andy completed the 1023EZ tax form on line and paid the \$275 fee. Once we hear back from the IRS, Friends of Southgate should be able to open bank account. In addition, Andy will be reimbursed when the account starts collecting donations.
- b. GMU Honors Group – They are ready to work on sponsorships for us and have provided website recommendations. Gerald has taken lead to work with them.
- c. South Lakes High School Food Pantry will be open December 20 at 11 – 1pm

V. SGCC Director's Report – Ricardo Cabellos, Director

Highlights:

- Over 150 children came out to ELF Store. Received so many donations they will be holding a Mini ELF store first week of school holiday break.
- Hired three staff
- Alpha Phi Alpha fraternity – gift program with computer clubhouse at RCC
- SCC team is Community Center League Soccer Tournament champions !

Upcoming Events :

2016 /2017 Council GOALS

Progress Workplan including:

- i. Increase balance in Advisory Fund to enhance capability to support SGCC programming efforts
- ii. Have all Council members involved in a minimum of 15 hours of service at SGCC
- iii. Have all Council positions filled
- iv. Support SGCC staff to increase outreach and programming to our adult communities, especially seniors.



-
- Winter RECQUEST December 18 – 21 and December 26 – 29
 - Pickle ball canceled December 21 – 22 and December 28 – 29
 - Saturday school starting next year
 - Reading class – Pre K (1st – 2nd grade) Students from Dogwood

Requests:

- Holiday gift or lunch for staff - The board decided to provide \$90 to pay for lunch. Kathy made motion and Syazana second. Gerald disbursed the funds after the vote.

VI. Treasurer's Report – Gerald

\$795.64 at the start of the meeting. However \$90 was given to Ricardo after the vote leaving a balance of **\$705.64** at the end of the meeting

VII. Committee Reports – Postponed Until January (*due to time – late*)

- a. Awareness Committee** (Carol, Casey, Luis, Amanda)
 - i. New marketing? , etc.
- b. Engagement Committee** (Gerald, Darlena, Ha, Lisa, Andy)
 - i. Volunteering Log, new member ideas, etc. Jan bringing volunteer hours document to SAC meetings going forward
- c. Program Support Committee** (Jan, Sandra, Emily, Andy, Maryam)
 - i. Pickleball, Zumba, etc.

VIII. Cornerstones Report - No report

- Helping with winter coat closet Tuesdays and Thursdays. Andy agreed to deliver a bunch of children's winter coats from Closet to SCC for team to hand out to kids without.

IX. RA Report – Ha

- MLK Day of Service – January 13, 2018 – Time: 9 -12 (Partnership with the Closet – sorting toys and sprucing up the community center)

X. Old Business –

- Casey ran into former board members – Joanne Norton, Dr. Singh

XI. New Business –

- Board members signed card thanking the volunteer who has been teaching English at SGCC. Syazana moved that we include a \$50 gift card as a token of our appreciation. Jan second and we agreed. Syazana will be getting a restaurant card.

XII. Adjourn

8 :34 pm by **Andy Sigle**

Respectfully submitted,



Darlana Ricks (Secretary)