



**TOWN COUNCIL
WORK SESSION AGENDA**

Herndon Council Chambers Building
765 Lynn Street, Herndon, VA 20170

Tuesday, October 7, 2025 | 7:00 PM

- 1. Call to Order**
- 2. Discussion**
 - a. Legislative Agenda Discussion
 - b. Request to consider a donation to Arts Herndon in support of the Juneteenth event held June 21, 2025 (continued from the July 15 and August 6, 2025 meetings)
 - c. Town of Herndon Youth Engagement Policy
- 3. Roundtable**
- 4. Closed Meeting**
 - a. A Closed Meeting under Code of Virginia Section 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel related to franchise agreements
- 5. Adjournment**

Agenda Item: Legislative Agenda Discussion

Meeting Date: October 7, 2025

Category: Discussion

Prepared by: Lesa Yeatts, Town Attorney

Description:

This is a staff/Town Council discussion that will inform regarding proposed items for the 2026 Virginia General Assembly.

Background:

This is a discussion only to inform the creation and drafting of items to be included in the Town's Legislative Agenda expected to be submitted for adoption in November.

Timing Impact:

Requests for legislative items must be submitted to legislators on or before December 1, 2025.

Strategic Focus Area:

Good Governance

Fiscal Impact:

N/A; discussion only.

Legal Impact:

None at this point.

Staff Recommendation/Next Steps:

Receive briefing and engage in discussion.

Attachments:

None

Agenda Item: Request to consider a donation to Arts Herndon in support of the Juneteenth event held June 21, 2025 (continued from the July 15 and August 6, 2025 meetings)

Meeting Date: October 7, 2025

Category: Discussion

Prepared by: Marjorie Sloan, Finance Director

Description:

At the July 15, 2025 Town Council meeting, Town Council voted to reschedule this item to a work session for further discussion. At the August 6, 2025 work session, Council provided direction to staff to gather information and further discuss the request at a work session meeting.

The Fiscal Year (FY) 2025 adopted budget included donation funding for Pakistan and Juneteenth events that occur between July 1, 2024 and June 30, 2025. As a donation request to a non-profit organization outside the established donation policy, Town Council must consider and take action on the donation request. Arts Herndon submitted a donation request (attached) as reimbursement to offset event costs for a Juneteenth event held on June 21, 2025. The attached follow-up communication from Arts Herndon clarified the costs of several of the aspects of the event, and an invoice for the music is provided for Council's consideration.

In considering this donation request, the Town Council may:

- Award a donation as requested;
- Award a donation for another amount, capped at 100% or less of the event costs;
- Deny award of a donation;
- Other action deemed appropriate by the Town Council.

Background:

The FY 2025 budget included \$10,000 in funds available for donation for a Pakistan event and a Juneteenth event, should they be planned and executed by a qualified non-profit community organization within FY 2025. As the adopted budget does not identify the donation amounts allocated for each event or to what organization the donation should be awarded, Council consideration and action on the donation request is required.

The request and supporting documentation are attached to this agenda item. All requested application materials, including the required IRS determination, have been received and reviewed by staff.

Following the August 6, 2025, Town Council work session, the Town Clerk conveyed questions to Arts Herndon, requesting receipts and further information on behalf of the Town Council. Arts Herndon's response to that request is attached to the agenda.

Timing Impact:

The request, submitted for an event that took place on June 21, 2025, requires Town Council review and consideration for approval.

Strategic Focus Area:

Thriving Community

Fiscal Impact:

The cash donation requested, if awarded, will be disbursed from the FY 2026 Budget, as amended.

Legal Impact:

Under the Code of Virginia § 15.2-953, localities may appropriate public funds to any charitable institution or association, located within the locality's limits or outside the limits if the organization provides services to residents of the locality, and if such organizations are not controlled in whole or in part by any church or sectarian society. In addition, under Code of Virginia § 15.2-953, donations include the lawful provision of in-kind resources for any event sponsored by the donee.

Staff Recommendation/Next Steps:

Donations are at the sole discretion of the Town Council.

Attachments:

1. Arts Herndon FY 25 TOH Grant Application
2. Town of Herndon Ad hoc Donation Application
3. Communication Update, Arts Herndon - Juneteenth 2025



July 2, 2025

Town Manager
Town of Herndon
777 Lynn Street
Herndon, VA 20170

Dear Ms. Jovanovich

Thank you for your letter regarding additional information for the Town of Herndon Area Charitable and Non-Profit Organizations Request for Town Funds.

**Arts Herndon, Inc.
Area Charitable & Non-Profit Organizations Request for Town Funds**

To the Mayor, Members of the Herndon Town Council, and Town Staff,

On behalf of Arts Herndon, thank you for the opportunity to apply for arts funding. We fully understand that, especially in tight budget years, there is a need to prioritize cost-saving measures, and we appreciate your consideration of community-based organizations like ours in that context.

Arts Herndon is pleased to submit the additional information requested to supplement our original grant application. We are committed to transparency, accountability, and continued service to the residents of the Town of Herndon and beyond.

We are deeply grateful to the Mayor, Town Council, and staff for recognizing that Arts Herndon's programming significantly enhances the quality of life in our community. The Town's support allows us to continue offering meaningful cultural and educational opportunities that serve not only local residents but also the Greater Herndon area, including artists, performers, volunteers, interns, and our dedicated Board and staff.

Arts Herndon champions the value of arts and culture by celebrating, nurturing, and investing in the creative contributions of artists, musicians, and performers of all ages, backgrounds, and identities. We are committed to fostering a thriving local arts ecosystem that includes schools, grassroots groups, and community organizations.

By engaging the whole community, encouraging participation, and facilitating inclusive access to the arts, Arts Herndon continues to fulfill its mission of *Building Community Through the Arts*.

Event Budget

<u>Expenses</u>	
Expense Description	\$ Amount
Yoga	\$200
Art for All	In Stock
Herndon Museum donation	\$200
Afro American Band & Performers	\$4000
Administrative (printing, postage, phone, etc.)	\$200
Herndon Museum Reception	\$500
Afro American/Juneteenth Reception	\$750
Coroplast Signs - Fed Ex	\$200
	\$6,250

Current Board Member Roster 2025

Arts Herndon
BOARD OF DIRECTORS
Updated 6.2025

MICHAEL O'REILLY, BOARD PRESIDENT

Michael O'Reilly is principal of The O'Reilly Law Firm. Michael has been an active member of the Virginia State Bar since 1979. A Northern Virginia native, he graduated from Virginia Commonwealth University in 1976 and earned his law degree from The Catholic University of America in 1979. Mr. O'Reilly has extensive trial experience in both state and federal courts in such areas as complex commercial litigation, construction disputes, contractual and other business disputes, and personal injury

claims.

A resident of the Town of Herndon, Mr. O'Reilly has served with several local commissions, boards and organizations, including two consecutive terms as a member of the Herndon Town Council. Mr. O'Reilly served as Mayor of the Town of Herndon from 2004 to 2006. He is the Chairman of the Board of Directors of Arts Herndon, co-chair of the Herndon Chamber of Commerce; and as Chairman of the Fairfax-Falls Church Partnership to Prevent and End Homelessness.

PATRICIA MACINTYRE, VICE PRESIDENT,

Pat handles the responsibilities of Artistic Director for Arts Herndon on a volunteer basis and is Chair of the Visual Arts Programming Committee. She oversees artist submissions, the selection of artists for the Post and Sapphire Galleries and the planning for exhibits. Her many relationships and knowledge of local artists continues to be an asset to ArtSpace.

Pat is a celebrated philanthropist and local artist who received her training at Corcoran School of Art in Washington DC. whose private commissions have led to her work being exhibited in Germany, Pakistan, Egypt and other areas of the world. She's done illustrations for commercial and technical purposes as well as children's books. She has been involved in the area arts community for more than thirty years as founder, board member or supporter of Herndon and Reston organizations such as the Council for the Arts of Herndon (Art in Public Places), League of Reston Artists, Herndon Old Town Gallery, Reston Art Gallery, Reston Historic Trust and the Arts Alliance. Her pen & inks of area scenes are well known and her large-scale acrylics and murals were formerly visible on the facades of the historic Nachman Building and ArtSpace in downtown Herndon.

Pat has a special interest in working with children in the arts. She produced and hosted her own ACE Award winning cable TV show, *You Gotta Have Art*, for a run of 13 years and it's still in repeats throughout the US. Pat hosted the National Institute on Aging series, *When I Was Your Age*, and Very Special Arts selected her for one of their grants as a visiting artist to area schools. Her gallery, The Reston Art Gallery and Studios, hosts the artist's Children's Workshop each Saturday morning year round and she has been the Art Resource teacher for many years at Reston Children's Center.

Pat served as production designer, and acted in, Reston Television Theatre's *Shenandoah Night Train* and Ken Ludwig's *The Prodigal*. Her work is honored in the embassy collections of the nations which helped in the return of the US citizens during the Iran Hostage Affair. Pat assisted with the Korean War Veterans Memorial, has her works displayed at the Congressional Gala, toured the US as a fundraiser and exhibited at Presidential groundbreaking ceremonies and dedications. Pat is the Chief Financial Officer of MEDA Inc, a magnetometer manufacturer for space, defense and geophysical applications.

MARGARET A. O'REILLY, SECRETARY, CHAIR – VISUAL ARTS COMMITTEE

Margaret A. O'Reilly is an estate planning and elder law attorney with over thirty-five years of legal experience. Attorney O'Reilly graduated from Duke University with a degree in psychology, and received her law degree from Northeastern University School of Law in Boston, Massachusetts. Born and raised in Fairfax County, Attorney O'Reilly practiced law in the Boston area for 25 years before returning to northern Virginia in the fall of 2003. She has been consistently recognized as a "Best Lawyer" and as a "Super Lawyer" in the field of elder law, and as one of the top elder law attorneys in the greater Washington DC area by Washingtonian Magazine. Margaret O'Reilly, PC was ranked as one of the "Best Law Firms" for the DC area for several years by BestLawyers.com.

She is active in several community and non-profit groups, and serves on the board of directors for the Herndon Rotary Club, the Virginia Academy of Elder Law Attorneys, and Arts Herndon. She has sung with, and served as Board President of, Choralis, an 80-voice mixed chorus located in Falls Church, Virginia, which has developed a reputation for excellence in choral music performance and has been lauded for the sensitivity of its interpretations as well as technical precision.

TREASURER – currently Vacant

DON OWEN, BOARD MEMBER

Don Owens and his wife, Chris Griffin, established the Griffin Owens Insurance Group in October 1983. Both as individuals and as a community-based business, Don and Chris have been active participants in many aspects of Herndon life, and have long been supporters of the arts in Herndon. A graduate of James Madison University, Don received a Master's Degree in

Business Administration from Averett College. Don has been named as the Citizen of the Year in Herndon, business member of the year by the Dulles Regional Chamber of Commerce, and has received the Community Service Award from the YMCA. He is a past president of the Rotary Club of Herndon, and has previously served on the boards of Millennium Bank, Main Street Bank, Reston Chamber of Commerce, Dulles Regional Chamber of Commerce, and the Fairfax YMCA.

Ex-Officio

Joanna (Jo) Ormesher. President & CEO

Joanna Ormesher is a seasoned leader in cultural arts, tourism, strategic marketing, and public programming, with more than two decades of international experience. She previously served as Cultural Arts & Marketing Director for the City of Fairfax, Virginia, and concurrently as Executive Director of *Fairfax Spotlight on the Arts, Inc.* Prior to relocating to the United States in 2000, Joanna was Owner and Principal of *Profile Marketing Associates*, a UK-based firm specializing in destination marketing and economic development for downtown and heritage districts. She currently serves on the boards of *The King's Trust (UK)* and *Fall for the Book Festival* at George Mason University. She is a Member of the Institute of Directors (MIoD), the Chartered Institute of Marketing (CIM), and the National Capital Area Marketing Directors.

Joanna holds a BSc in Business, Economics, and Law from the University of London; a BA in Politics and Philosophy from the University of Wales; and an MA in Marketing from the University of Wales. She is also a Certified Parks & Recreation Professional (CPRP) with a Director accreditation (Masters level) from the National Recreation and Parks Association and North Carolina State University.

Detailed Event Itinerary

10am Yin Yoga with Meghan Parfumi

12pm Open House – Art for All

2pm African American Life in Early Herndon with Barbara Glakas, Herndon Historical Society – with video and a Special Guest - followed by a Afternoon Reception

6pm Cabaret Afro Rhythms from Argentina to New York with Al Robertson, Caro Serrano and band, with guest singer, Michele, and a backing band. Refreshments will be served

Event Location

The location for the events is at Arts Herndon, 750 Center Street. Written Permission for use of the building was provided by Comstock Holdings, I understood this has been sent directly to the Town.

All events will be held in the building.

Public Access

All events for these events and all their elements are FREE and open to the public.

All these events – and we still maintain a monthly Art Show in our Nelson J & Katherine Friant Post Gallery. This year we have been bringing more focus on the community – our Herndon Schools Pyramid Show, Herndon High School Senior Show and the FCPS Technology Art Show covers over eight weeks in the Gallery. We are also delighted once more to host the Town Calendar Photographic Competition, an interesting show that highlights the various scenes of Herndon through the camera lens.

Our Gallery always has something to delight and intrigue visitors. We are grateful for your support so we can continue this.

Goals and Activities for FY 2020-2021:

The board of directors and staff continue to focus on long-term planning and financial planning. We have created three sub-committees in order to address Fundraising, Public Art and Business Development. We continue to work with the Downtown partnerships to plan for funding and management of the Herndon Arts Center.

The Town signed an agreement to develop the downtown including building a new 18,000sq ft. arts center. In the near-term we are exploring our transition to a temporary location during building. We continue to increase current revenue streams, create new programming, expand our partnership opportunities, and look to increase venue rentals.

Current position:

For the current fiscal year (2019-2020) Arts Herndon continues to be at our budgeted target with fundraising and expenditures. As of January 15, 7 months into the year, income stood at \$100,089 and expenditures at \$130,088, with a net income of negative \$29,999. Changes in the executive position unfortunately contributed to a lack of strong fundraising over the last fiscal year. With the help of our new Fundraising Committee we have done some new fundraisers. We made full use of our local Restaurants supporting the Community and We found ourselves only able to focus on two fundraisers, a Mother's Day Tea and the Herndon Festival Beer Booth. While these fundraisers were successful more will be done in the future to increase our funding. We will be hosting a number of fundraisers this coming fiscal year as well as expanding our sponsorship and membership programs.

Fundraising FY 2019-2020

- 1. Events:** included the WinterMarkt Food Booth, Fabulous Forties Fundraiser event, Let the Good Times Roll – Mardi Gras event, the 1st Local Vibes Festival, Herndon Festival beer boot – although sadly this only broke even, Taste of the Town Restaurant promotions in association with local businesses, Hands on Art, Beer & Bingo with local brewery. Estimates for revenue were anticipated to be **\$50,000**, however the Herndon Festival we had to readjust that figure!
- 2. Development:** Building strategic partnerships and relationships with the Dulles Regional Chamber of Commerce, Herndon schools, local businesses and arts lovers. Identifying and developing major donors. Creating event specific sponsorships and Membership development

Once again, thank you to the Mayor and Council, and all staff of the Town of Herndon for all the support they have given to the Arts in Herndon. Building Community through the Arts!

Sincerely,



Joanna M Ormesher
President & CEO
Arts Herndon, Inc.



Application
Town of Herndon
Area Charitable and Non-Profit Organizations
Request for Town Funds

Section I – Organization Information

Organization Name: Arts Herndon

Mailing Address: 750 Center Street, Herndon VA 20170

Phone number: 703 295 2926 E-mail address: info@artsherndon.org

Website address: www.artsherndon.org

Name, Title, and Phone Number of Primary Contact: Joanna Ormesher, President & CEO, 703 295 2926

Name, Title, and Phone Number of Chief Executive Officer: Same

Employer Identification Number (if applicable): 52 - 1432391

Primary Purpose of the Organization and Description of its programs and services:

Arts Herndon is a multidisciplinary community arts center, recognized as a vibrant home for our diverse population. We are dedicated to educating, promoting, advancing, and cultivating the arts in all their forms.

Our mission is to expand the reach and impact of both visual and performing arts, while actively advocating for artists, performers, and all who engage with the creative process. We strive to be a catalyst for cultural enrichment, connection, and inclusion throughout the region.

Goals, Objectives and Accomplishments of the Organization. Describe how the organization benefits the citizens of the Town of Herndon.

Organizational Goals

- 1. To foster a vibrant, inclusive arts environment that reflects and celebrates the cultural, ethnic, and generational diversity of the Town of Herndon.
2. To increase access to arts experiences for all residents, regardless of background, age, income level, or ability.
3. To serve as a catalyst for community connection and dialogue through creative expression, storytelling, and shared cultural events.

4. **To nurture emerging and established artists** by providing space, resources, and opportunities to create, exhibit, and perform their work.
 5. **To contribute to the economic and social vitality of Herndon** by drawing visitors, supporting local businesses, and enhancing the Town’s reputation as a cultural destination.
-

Primary Objectives

- Present diverse arts programming — including music, theatre, visual art, and dance — that showcases artists of varied cultural backgrounds, especially reflecting Herndon’s rich multicultural community.
 - Provide arts education opportunities for youth and adults, including school partnerships, student art exhibitions, and workshops that encourage creativity, learning, and personal growth.
 - Partner with local organizations (such as Volunteer Fairfax, Rotary Club, In-Med Partnerships, FCPS, and Friends of Runnymede) to bring the arts into nontraditional spaces — like farmers markets, parks, and public libraries — making art accessible to all.
 - Create inclusive and welcoming community festivals (such as Juneteenth, HerndonPRIDE, WinterMarkt, and the Herndon Children’s Book Festival) that celebrate Herndon’s diversity and invite broad community participation.
 - Offer support to underrepresented and emerging artists — including immigrant, BIPOC, and young artists — by providing gallery space, performance venues, and promotional support.
-

Organizational Accomplishments

- **Culturally Diverse Programming:** Curated exhibitions featuring artists from Ethiopia, Cuba, Jordan, Portugal, Vietnam, and other countries represented within Herndon’s population. These exhibitions provide visibility to global perspectives and foster cross-cultural understanding.
- **Inclusive Music Events:** Hosted “Skyline Freestyle,” a Hispanic rap league with international participants, and the “East Meets West” Festival in collaboration with local Indian musicians — unique events that reflect Herndon’s global identity.
- **Youth Engagement:** Sponsored student-created theatre and art projects, including collaborations with Herndon High School, Shoestring Theatre, and MLK Day video projects with Haitian poet Manu. Also host FCPS Technology Art Shows and student art exhibits involving hundreds of young participants.
- **COVID-Era Innovation:** Adapted during the pandemic with the Window Gallery program — offering safe, viewable public art — and livestreamed concerts to keep residents engaged and connected when in-person events weren’t possible.
- **Public Art for All:** Installed the iconic LOVE sculpture and “Something Wonderful” art installation on the Herndon Town Green — public works that attract visitors and symbolize community pride.

- **Arts Outreach & Equity:** Delivered free art kits to underserved families via In-Med Partnerships; ran mobile arts programs at the Herndon Farmers Market; and maintained a multicultural Little Free Library to promote literacy across languages and cultures.
- **Community Festivals:** Organized and provided arts programming for major Town festivals — Juneteenth, HerndonPRIDE, Irish Folk Festival, WinterMarkt — all designed to welcome and celebrate Herndon’s diverse residents.

Benefits to the Citizens of the Town of Herndon

- **Fosters Inclusion and Belonging:** By intentionally programming multicultural arts events, Arts Herndon ensures that all residents — regardless of heritage — see their culture reflected and celebrated in community life.
- **Promotes Lifelong Learning:** Through workshops, classes, student exhibits, and partnerships with schools, residents of all ages have access to creative educational opportunities.
- **Enhances Quality of Life:** Free and low-cost arts events give families, seniors, and individuals a chance to enjoy world-class cultural experiences close to home — building community pride and enjoyment.
- **Strengthens the Local Economy:** By drawing visitors to downtown events and gallery exhibitions, Arts Herndon helps support small businesses, restaurants, and other local enterprises.
- **Builds a Creative, Resilient Community:** In times of challenge (such as during COVID), Arts Herndon kept the community connected and inspired, showing leadership in innovation and adaptability.

Section II – Donation Request Information

Requested Cash Donation: \$ 10,000

Purpose for which the donation will be used. Specifically describe the outcomes that will result from the expenditure of these town funds.

The purpose of this donation is to support the creation of a vibrant Juneteenth celebration in the Town of Herndon. This event will serve to unite the community in honoring and reflecting upon the historical significance of Juneteenth while also celebrating the rich artistic, cultural, and musical contributions of our diverse neighborhoods. Through shared history, education, and joyful expression, this celebration will foster greater understanding, connection, and pride within the Herndon community.

Is this donation for a specific event? YES If yes, please describe the event and how it benefits the citizens of the Town of Herndon.

Juneteenth - A Day of Reflection and Fun

10am Yin Yoga - Meghan Parfumi

12pm Open House - Arts 4 All - Make it and take it !

2pm African American Life in Early Herndon - Historical Society Presentation and video - with special guest – Presented by Barbara Glakas
6pm - Afro Rhythms from Argentina to New York - Al Robertson & Caro Serrano and Band
Cabaret with refreshments

Date of Event (if applicable): Saturday June 21st, 2025

Section III – Attachments

Submit the following documents with your application. Applications are not considered complete until all required supporting documents are submitted.

IRS Determination Letter [501(c)(3)]

Up-to-date listing of names and affiliations of the principal officers and Board of Directors

IRS Form 990

Not applicable Detailed Event Budget (if applicable)

Multi events Completed Vendor Set-up form

Completed W-9 form

Section IV - Authorization

I, Joanna Ormesher, do hereby certify that this application and related documentation is true to the best of my knowledge, information, and belief. I further agree that by signing this application, this agency agrees to abide by the Town of Herndon policies.

I acknowledge that membership or participation is open to all residents and businesses in the town without regard to race, color, religion, sex, or national origin.

I confirm that I am legally authorized to sign this application on behalf of the organization.

I understand that a donation can only be approved by the Town Council at a public meeting.

Signature:



Date: 6/13/2025

Print Name: Joanna Ormesher

Title: President & CEO

From: [Joanna Ormesher](#)
To: [Kertz, Amanda](#)
Cc: [Town Clerk](#); [Jovanovich, Kirstyn](#); [Yeatts, Lesa](#); [LeBlanc Jr., Keven](#); [Mike O'Reilly](#); [Robinson, Scott](#)
Subject: Arts Herndon - Juneteenth 2025
Date: Tuesday, September 9, 2025 9:16:13 AM
Attachments: [Posh Mod Orchestra Juneteenth Invoice FINAL.pdf](#)
[PastedGraphic-2.png](#)

Dear Town Council and Staff,

On behalf of Arts Herndon and in response to the Town's request for clarification regarding the FY25 Area Charitable and Nonprofit Organization grant request, I am providing the following information to aid in consideration:

Organizational Status

Arts Herndon remains a valid and active 501(c)(3) nonprofit organization, governed by an experienced Board of Directors and continuing to serve the cultural, educational, and community-building needs of Herndon residents.

Juneteenth Event Context

The Juneteenth programming hosted by Arts Herndon on June 22, 2025, was a vibrant, day-long celebration that included visual and performing arts, education, and cultural community-building. With more than 100 community members attending across the day, the event offered a meaningful space for learning, reflection, and connection aligning with the Town's broader goals for inclusion, culture, and civic engagement.

Clarification of Total Grant Request

There may have been confusion regarding the total amount of support requested. The correct **total request is \$6,250**, not \$10,000 or \$16,000.

Line Item Clarifications

1. Yoga – \$200

While yoga is typically a paid program on Saturdays, this session was **offered free to the public** as part of the Juneteenth celebration. The session, led by a certified instructor, focused on community wellness and resilience, important themes linked to both Juneteenth and community empowerment.

2. Art for All – Equivalent of \$200 (in-kind)

Arts Herndon hosted an open house "Art for All" session encouraging children and adults to express what Juneteenth means through artistic creation. Supplies were drawn from existing inventory (no receipt available), but replenishment is necessary for future programming. The activity supported therapeutic engagement and education through art.

3. **Herndon Museum Honorarium – \$200 (not yet paid)**
This line item is intended as an honorarium for **Barbara Glakas** and the **Herndon Historical Society** for their presentation on Black history in Herndon. This event highlighted the local legacies of Cooktown and Oak Grove, reinforcing the importance of cross-organizational partnership.
4. **Afro American Band & Performers – \$4,000**
\$500 has already been paid in advance to the lead performer. The remaining \$3,500 is contingent on Town support. The concert featured **Al Robertson and Afro Rhythms**, drawing over 60 attendees and showcasing an authentic, celebratory performance of Black musical traditions, fulfilling Juneteenth’s cultural and artistic goals. Invoice is attached as receipt for largest single item cost.
5. **Administrative Costs – \$200**
Includes postage, printing, and phone communication costs. Receipts are unavailable due to the under-\$75 federal receipt threshold, which does not require itemization. These were necessary operational costs to advertise and coordinate the event.
6. **Herndon Museum Reception – \$50 (Revised)**
This item covers modest refreshments for the historical presentation, reduced from the originally estimated \$500. The value of the venue, provided free of charge to the Historical Society, is rolled into overall in-kind contributions.
7. **Afro American/Juneteenth Reception – \$50 (Revised)**
Similarly, this reflects refreshments offered at the concert.
8. The revision also incorporates donated use of space and sound equipment, valued at **\$1,150**, which was donated by Arts Herndon’s leadership and not previously separated as a line item (previously was rolled into reception items).
9. **Coroplast Signs – \$200**
Signage was printed via FedEx to ensure clear visibility and promotion for the event. Receipts are unavailable, but this was a necessary cost to attract public attendance.

Summary

The budget submitted reflects a combination of direct costs, in-kind donations, and cost-efficient decision-making. Arts Herndon continues to model fiscal responsibility and community partnership, and this event aligns with the Town’s strategic goals around cultural vibrancy, equity, and youth/family engagement.

Please let me know if any additional clarification is needed.

Many thanks

Jo



Joanna Ormesher MIO D CPRP
President & CEO
Arts Herndon, Inc.
750 Center Street
Herndon VA 20170

M: 703 295 2926
E: jormesher@artsherndon.org
W: www.artsherndon.org

Invoice

Posh Mod Orchestra
William A. Robertson
625 Center St.
Herndon, VA 20170
warobertson@verizon.net

Invoice To:
Jo Ormesher
750 Center St.
Herndon, VA 20170

Invoice Date: September 2, 2025
Invoice #: PMO-2025-06

Description	Amount
Performance Fee — Posh Mod Orchestra (Juneteenth Celebration)	\$4,000.00
Deposit Received	-\$500.00
Balance Due	\$3,500.00

Thank you for the opportunity to perform and be part of your Juneteenth celebration.

Agenda Item: Town of Herndon Youth Engagement Policy

Meeting Date: October 7, 2025

Category: Discussion

Prepared by: Amanda Kertz, Town Clerk

Description:

Following the Town Council's work session on September 9, 2025, interest was expressed in establishing a policy to guide consistent engagement with the youth of the Town of Herndon through the school system. The proposed policy ensures that the youth at Herndon Middle and High schools—along with participating private and alternative schools—can directly offer recommendations to the Council's decision-making process. The goal of the discussion is to solicit Council feedback and guidance on priorities, objectives, and implementation strategies before bringing a formal resolution forward for adoption.

Background:

The proposed Youth Engagement Policy builds on Herndon Youth Advisory Committee's (HYAC) foundation while providing a broader and more flexible structure for youth participation. The policy emphasizes collaboration with schools, community organizations, and Town departments, and outlines mechanisms for gathering authentic youth input through focus groups and other information-gathering activities. It is designed to provide Herndon's youth with meaningful opportunities to understand local government processes through focus groups, contribute recommendations on issues affecting them, and maintain awareness of community needs. This framework ensures accessibility and consistency, while strengthening collaboration between the Town and schools.

The proposed Youth Engagement Policy establishes a school-based model for engaging students in grades 7–12. Key elements include:

- Sessions are held during the school day, coordinated by teachers and school administrators.
- Accessibility and inclusivity are emphasized, with translation provided whenever possible.
- Town staff will facilitate the sessions with support from a designated teacher or administrator.

- A Councilmember liaison will attend to observe and maintain a connection between students and the Town Council.
- Proposed frequency: Two sessions per academic year at Herndon Middle and Herndon High; at least one session annually at private/alternative schools that choose to participate.
- Reporting: staff will summarize feedback to share with the Town Council at appropriately defined intervals.

Timing Impact:

This discussion item is continued from the August 6, August 12, and September 9 Town Council meetings. Action on this item will provide direction for youth engagement during the 2025–2026 school year.

Strategic Focus Area:

Good Governance

Fiscal Impact:

N/A

Legal Impact:

If directed by Council, staff can prepare a resolution authorizing the youth engagement policy, to be considered on an upcoming regular meeting agenda.

Staff Recommendation/Next Steps:

This is a discussion item; staff has no recommendation.

Attachments:

1. Proposed Youth Policy Objectives

Town of Herndon, VA
Youth Engagement Policy
_____, 2025

Purpose:

Herndon's youth today will be leading change in our community for decades to come. This framework establishes a structured approach for engaging youth in grades 7–12 during the academic year and ensures student perspectives inform Town decisions while maintaining compliance with Fairfax County Public Schools (FCPS) policies.

This policy updates the formal Herndon Youth Advisory Committee (HYAC) structure, drawing on the spirit of prior engagement while streamlining participation and aligning with school-based protocols.

Engagement Pathways:

A. Herndon Middle, Herndon High, Private, and Alternative Schools:

1. Town staff to coordinate with principals and designated teachers/administrators to schedule sessions at the schools during the school day.
2. Engagement occurs in group settings, with a teacher or school staff member present.
3. Engagement efforts will be accessible, age-appropriate, and inclusive, with translation options when possible.
4. Students provide input on issues identified by Town staff or Town Council to be relevant to the Town of Herndon.

Objectives:

- Provide input on community needs to make Herndon a place where youth can thrive.
- Share youth perspectives on identified Town topics to the Herndon Town Council, other elected officials, and community leaders.
- Offer recommendations on Town decision-making processes on issues that impact youth.
- Build youth understanding about local government through participation in focus groups and other information-gathering activities.
- Maintain an understanding of community needs.

Roles and Responsibilities:

1. A member of the Herndon Town Council will serve as a liaison to observe and serve as a link to the Town Council.
2. Town staff will assist in coordinating, leading, and facilitating sessions. The staff will also assist in collecting and summarizing student input for the Town Council.

3. School administrators/teachers will provide a venue for the discussions, facilitate student participation, and supervise the students. School staff will also ensure participation aligns with school policies and schedules.
4. Students will participate in discussions, provide feedback, and ask questions relevant to Town-related issues.

Session Frequency:

1. Herndon Middle and High Schools: facilitate at least two sessions per academic year at each school.
2. Private/alternative schools: at least one session per academic year, if the school chooses to participate.
3. Additional sessions may be scheduled if specific issues warrant additional feedback.

Continuity and Reporting:

1. Staff will summarize feedback to share with the Town Council at appropriately defined intervals.