

Public Notice – BWVC Regular Meeting

7:30 PM at BWVC

Thursday,

PUBLIC SESSION

Acceptance of Minutes September 11, 2014

AGENDA

REPORTS

- PPP Report (Toby)
- Manager's Report (Beverley)
- Financial Report (Bill)
- Building Usage Report (Steven)
- Build / Maintenance Report (Randy)
- Website Status Report (Walter)
- Programming (Toby)
- Policy Review / Documentation (Steven)

ITEMS

- Old Business**
- New Business**

Adjournment

PUBLIC SESSION

Attendance: Steve Threefoot, Bill Theis, Walter Borders and Terri Hanson, Beverley Fleming, Randy Hoopes & Toby Ridings.

Meeting called to order at 7:37 P.M.

Acceptance of Minutes

- August 10, 2014 Special Meeting Awakened Heart Agreement Meeting
- August 14, 2014 Regular Monthly Meeting
- August 25, 2014 Special Meeting Establish Standardized Rental Fees

All three meeting listed above accepted as presented.

AGENDA

REPORTS

PPP Report (Toby)

PPP Report 2014**Gross Income: \$6779.00****Total Expenses: \$789.24
Net: \$5989.76**

Vendors \$5600.00

Door \$1160.00

Raffle \$19.00

Expenses:**Randy** \$98.00

Printing

Balloons

Supplies

Beverley:

Hospitality \$124.99

Coffee & H2O

Hat \$14.00

Food (Thurs) \$31.51

Toby:

Printing, poster \$10.67

Flowers 🌻 \$17.50

Snacks (hosp) \$9.57

Dave Jones:

Mail chimp, data entry \$200.00

Printing:

Page flyer \$70.00

Minute Man \$131.00

Directory, tags

Amy: name tags \$32.00

Tent \$50.00

PPP Discussion:

Switched printing companies from Orr Company to Minute Man Company located Branmar Plaza and set up an account.

Fair discovered tent vandalism. Need to replace tent.

Survey will go out to vendors tomorrow

Matching concept of PPP cycle with Towns Financial (March 25 to March 24)

Randy will cultivate a 'Friends List' all year long not just for PPP event.

Managers Report (Beverley)

Building Manager's Report

Rentals

Dominic Chan has accepted the rental increase for his Gigong class. His rental fee is \$35.00 weekly.

Eckankar is unable to continue renting as the \$45.00 monthly fee is not affordable.

Denise Nordheimer was delighted to not have a rental fee for Arden Fiber Arts, and I did let her know we would be happy with a donation at any time.

With the loss of rental fees from Eckankar and EO Omwake plus no rental fee for Arden Fiber Arts, there obviously will be a decrease in our monthly rental totals.

Esther Schmerling requested to use the Buzz for her Bridge Group, which is "95 %" Ardenites. They usually use the lower Gild Hall but are unable to on September 18, and Oct 2. She said that each attending member of the group pays for playing bridge and she would like to give that amount, usually about \$23 to us, since she does give the Club that amount when they use the lower Gild Hall.

The Science group will once again be using all the rooms at the Buzz on November 22nd. This is a popular fundraiser and always features a Robot. This will be their 3rd year.

Alex Rudzinski has informed us that he is regretfully unable to make the flower boxes for the front of the Buzz that would be replacing the existing ones. We should probably move forward to get others before winter.

Art on the Town - Bernadette Donahue has expressed interest in taking over handling of Art on the Town. She has requested to be shown the Art on the Town process. I do know that Debbie Ricard has volunteered to show her this process. Bernadette does request that if this is a sponsored event of the Buzz that she would be listed as an authorized/official agent of the Buzz Sponsored event. She said she could begin the month of November and is very enthusiastic about taking over this role.. Bernadette's husband has been a featured artist, she lives in Ardentown, and has a sincere interest in the Arts. She also has had 27 years professional office experience.

Respectfully submitted by
Beverley B. Flaming
BWVC Building Manager

Discussion:

\$200 for flower boxes was approved.

Art On The Town: Toby will meet with those people who are interested in volunteering their time in supporting the continuation of Art on the Town held in the BWVC. Beverley will contact these people and set up meeting.

Financial Report (Bill)

Income is down by \$1,000 and Renovation is down by \$1,300.

Awakened Heart is not reflected in these numbers. Once their checks are included, these transactions will offset the negatives.

However, the numbers need to be understood for comparison purposes. The committee's reports cycle needs to be aligned with the Treasurer Report cycle of March 24 to March 25 for comparison analysis.

Steven: Ardentown is temporarily suspending their contribution to the BWVC Renovation fund until the Village of Arden changes its laws to allow voting rights for their BWVC representatives.

Steven was surprised by this action because he reached out to the Trustees of Ardentown by email and received no response. In addition, the Trustees of Ardentown had not contacted Steve about this. Steve has been working towards formalization of the process by defining how representatives are elected, and detailing a description of representative roles. He believes in open government but wants to know the legal issues.

Terri and Amy will provide documentation about current process and submit to Ted Rosenthal, Village lawyer.

Building usage Report (Steven)

Usage Schedule

4/1-9/30	Count	%	
	509	53%	TOTAL Opportunities
	295	58%	GUESTS
	55	11%	COMMITTEE
	159	31%	Community, ACRA, Club
	955		TOTAL SLOTS

PROPOSED RATES SCHEDULE

ROOM	PEAK			OFF PEAK		
	STANDARD	REPEAT		STANDARD	REPEAT	REPEAT (No support)
1	\$220	TBD		\$120	\$50	\$35
2	\$220	TBD		\$120	\$50	\$35
1 + 2	\$425	TBD		\$225	\$100	\$70
3	\$100	TBD		\$70	\$50	\$35
4	\$100	TBD		\$70	\$50	\$35
ALL	\$524	TBD		\$275	\$200	\$125

Standard rate will be published for Peak and Off Peak

	STANDARD	STANDARD
1	\$220	\$120
2	\$220	\$120
1 + 2	\$425	\$225
3	\$100	\$70
4	\$100	\$70
ALL	\$525	\$275

Off Peak Repeat (no support) does not receive a discount. Last column is an absolute number.

Adjust rental fee:

Off Peak -Repeat for Room 1 & 2 Adjust rental fee from \$50 to \$70.
 \$275 off peak is too low Beverley suggested \$375. Agreed.

Peak Hours are defined as starting Friday at 4 pm to Sunday 4 pm, the rest is off peak hours.

Paco Rental

Rental fee is \$225

Sound system is owned by BWVC. The sound system supplied at BWVC events is considered a service and the equipment is breakable. Talk to George Brocklesby about how much Arden Concert Gild charges for sound system and how much of a refundable security deposit should be charged. The committee is thinking that a refundable Deposit of \$200.00 might be reasonable.

Fearless Rental

Fearless rental is losing money. Beverley volunteers many hours but they still cannot cover costs. The committee is offering a three month trial period (October, November and December). Fearless is responsible to promote themselves; they will pay some portion of the custodial expense; BWVC will receive proceeds from all alcohol sales (they cannot operate the bar) and at a minimum BWVC is guaranteed \$40. The committee wants to give them a chance to make their venues work or give them time and notification to find another location should the BWVC rental not work out.

Fearless Contract: New agreement has a base of \$40. They need to provide the committee a copy of agreement with the new modification of the contact.

Arden Page submit an advertisement for volunteers for bar.

Building/Maintenance Report (Randy)

The door to the audience-right of the stage (a fire exit) is currently secured with only a security board that is not nearly in fire-code. I will get estimates from 3 people to install proper crash bars and security locks.

On the outside wall of Room 1 (facing the larger green) there is a weeping AC pipe that drips onto the foundation and new window sills. It needs a solid or flexible drain hose/tube to exit the condensation away from the building/sills. Randy will fix that issue himself.

On Aug 7th 2014, Patrick Barry, Beverley Fleming and I toured the Buzz both outside and inside to identify any general building repair issues. We identified several that were minor and a couple that were potentially more involved. Among them were the following:

Room 3 -- mini double doors leading to the outside need replacing. The bottoms are rotting due to age and moisture. I'm going to call Newark Window and Door first for an estimate. They installed the Buzz windows a

couple years ago too. The doors appear to be custom-sized, so I will consult 2 other door people afterward.

Newark Window and Door also (if contracted) need to replace the window in Room 2 (BB hole) and the Room 1 window that won't stay open correctly.

A dozen or so drop-ceiling tiles are stained and look grody... Replacements can be had at a local supply store. Some need to be custom cut in-house because of odd shapes/sizes. I assume the installation of them could be performed by either Dave or Patrick..?

The pole light above the basketball court (near the recycle/trash can storage area) hasn't worked in quite awhile and the lens is broken. This is a Civic issue, i believe.. (am I correct..?) I will contact the responsible committee to resolve this eventually.

So far, due to the whirlwind Fair prep and PPP event coming up, I have chosen to delay the previous items/estimates until afterward. (late sep/early oct)..

Respectfully submitted - Randy Hoopes

Discussion:

Randy will send email to committee group monthly to inform them of walk around for anyone who wants to participate.

WEBSITE Status Report (Walter) Walter added a new tab that shows upcoming events (word press widget). It offers current views, lists or a month view. Visual can be added to events, logos populate with imagery and searchable. This will replace the one dimension calendar that is in place now. It can be attached to Google maps and can be hooked up to your personal Google calendar. Walter will Email Danny the Google set up. Google analytics are in the process of being set up to track hits on web site.

ITEMS

Old Business

New Business

Adjournment 10: 06 P.M.

Respectfully Submitted

Elizabeth Resko

Arden Village Secretary