

Monthly Regular Meeting

Attendance: attendance: CeciliaVore, Beverley Fleming, Terri Hansen, Steven Threefoot, Bill Theis, Walter Borders, Toby Ridings, David Mickelson , David Claney, Pat Toman

Notice – BWVC Regular Meeting
7:30 Public Meeting at BWVC
Monday, February 16, 2015

AGENDA

PUBLIC SESSION

Acceptance of January Minutes

REPORTS

Overview of Arden Finance Process (David Michelson)

Financial Report (Bill)

Manager's Report (Beverley)

Building Usage Report (Steven)

Build Maintenance Report (Randy)

Programming and Publicity Report (Toby)

Chair Report (Steven)

Old Business

Additional

AGENDA

PUBLIC SESSION

Meeting Commenced at 7:35 P. M.

Minutes: BWVC January Monthly Minutes were approved as presented

David Mickelson, Village Treasurer

Reviewed internal controls of checks and specifically PPP checks, transparency procedures and BWVC financial report expense line items to be further defined/categorized.

Cecilia Vore: Intro workshop on Strength and mobility for seniors. Teacher: Barbara McAnany and her fee \$25/hr, Start classes in March and offer Tues/Thurs, 1 hour classes, 1:30 to 2:30. Reserve for five weeks. Copy of insurance and certification for office file,

REPORTS

Managers Report (Beverley)

Rentals - Rentals for February, March, April May and June are tilling up for some Fridays, most Saturdays and a couple Sundays. I met with renters almost every day last week and two more this week. There is always personal and/or phone contact with all our renters.

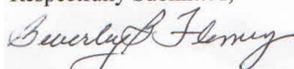
Coffee House was extremely successful Friday February 13. It continues to be a very popular event, bartenders were Shari Phalan and Laura. We had two other that were to serve instead, but will sick. Several rental inquiries came my way that night.

Toilet problem in Ladies Restroom on Saturday and was resolved on Sunday. Toby texted Randy and me, Randy checked on Sunday. Bill Theis notified me they are now working well.
Sinks in Rooms 1 and 2 continue to have an occasional backup.

Housekeeping maintenance issue for floor in room 3, and other rooms. This has been discussed before. Elliot offered again to assist with this project. It would be good to at least treat Room 3 as it is wood. He suggested some maintenance on Room 1 and 2. Elliot was part of the crew that installed the floors.

Closet cleaning still on the list. Will continue to get this project completed.

Respectfully Submitted,



Beverley Fleming

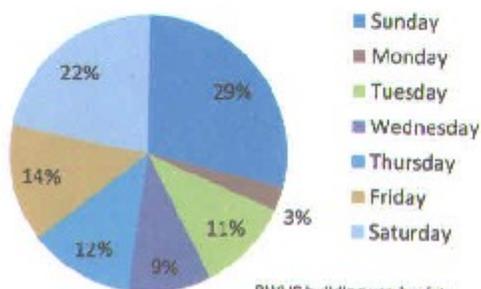
Financial Report (Bill) Expense line items are not in correct category and presently working on reclassifying. Good financial position and sufficient funds to cover costs of current programming.

Usage Report (Steven)

Usage Summary for Past Month Reported at February 2015 Committee Meeting

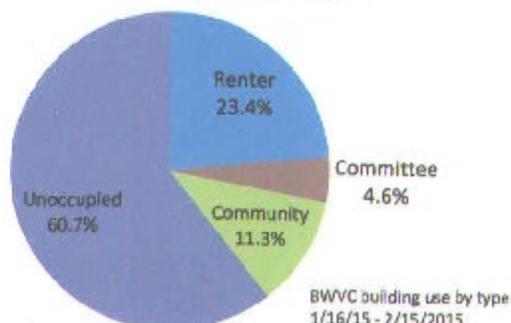
ROOM ->	1-Day	1-Eve	2-Day	2-Eve	3-Day	3-Eve	4-Day	4-Eve	TOTALS
1 Sunday	5		5		5	1	5		21
2 Monday				1		1			2
3 Tuesday				1	1	2		4	8
4 Wednesday		1		1		1		4	7
5 Thursday		1	1	2				5	9
6 Friday	1	2	1	2	1	2		1	10
7 Saturday	4	2	4	2	1	1	1	1	16

Month Usage by Day



BWVC building use by date
1/16/15 - 2/15/2015

Month Usage by Type



BWVC building use by type
1/16/15 - 2/15/2015

Building Maintenance (Randy) absent

(Walter) Researching commercial vs residential kitchen equipment based on what type of food preparation will be allowed (food preparation vs heating food). Need to research the best physical location of kitchen and layout. Reminder all alcohol must be secured within a lock closet. What licenses and standards requirement.

Programming (Toby)

BWVC PROGRAMING REPORT FOR PERIOD BETWEEN 1/13/15-2/10/15

Art on the Town- (2/6/15)

Art on the town featured artist was Jane Koester, photographer. The show was well received with about 60 guests. It continued to hang during the town's roaring twenties event then again on the night of the coffee house.

March artist is Jody Crouse. Advertising to follow on the website, club calendar and Cityfest magazine.

We need to establish a simple method of payment or reimbursement for the Cityfest ad of (\$25.00). A the new public art policy was implemented this month.

Coffee House - (2/13/15) Many folks attended this month's coffee house including new and talented performers. Once again a large teen and young adult audience was in attendance. The word seems to be out that this is a great place for young musicians to test their skills in front of a receptive audience.

Fearless Improv Comedy - reevaluation in the spring could include the Fearless Improv group as an opening act for comedy night at the Buzz followed by an open mike. An interested party could MC to make this a regular Friday night event.

Community Fundraiser - The ACRA/Archives/Museum roaring twenties fundraiser held at the BWVC Feb. 7, 2015.

The Buzz was dressed brilliantly for the occasion and shined from the outside as well as the inside, a great use for the space. The synergy and planning between the ACRA and Archives committees created a fun and financially successful event that will benefit the Ardens.

PPP - This year will be the 10th annual Holistic Expo. Checks are now starting to come in from the vendors. A foolproof method of receiving and recording the payments and getting the applications to me needs to be in place.

The committee's help is needed to make this the most successful public market place yet. Volunteers are needed for pre-planning. Meetings will begin this month to include brainstorming for fresh ideas and advertising.

Painting Group – Jeanne Orr would like to start advertising for the painting group on Monday nights room 4.

Request for programming – Two people have suggested community activities one is for a motion class for people with mobility issues the other is a free form dance gathering. Printed details are included.

BWVC Public Art Exhibit Space

Buzz Ware Village Center (BWVC) Public Art Exhibit Space Operating Policy

Mission Statement

The Mission for the BWVC Public Art [program is to increase public awareness and appreciation of visual arts by providing a setting for exhibitions and education programming.

Schedule: The BWVC intends to conduct periodic exhibits in the designated areas of the facility. Each exhibit will be scheduled to last at least one-week and up to four weeks by agreement.

Security: The Buzz Ware Village Center is a public space with limited access. Insurance on exhibited works will be the responsibility of the artist. The artist will sign an agreement holding the Village of Arden harmless for liability due to damage, destruction or theft.

Frequency of Display: A selected artist may not have exhibited in any medium within the past two years in the Buzz Ware Village Center as a featured artist of this program.

Selection: The Selection Committee will be appointed by the BWVC Committee to choose the exhibition content. The Selection Committee will submit its recommendations to the BWVC Committee for final selection of works to be exhibited. Notification letters of acceptance or rejection will be sent to each submitting artist after selections for display have been finalized. The selections made by the BWVC Committee are final.

Application Process:

- a. The BWVC shall consider any application to exhibit art at the BWVC facility. An application consists of a completed application form and photos (or samples) of the type of work proposed for display.
- b. The BWVC Committee shall approve all applications on the basis of the guidelines below with input from the Selection Committee. Preference will be given to artists based in the Ardens.

- c. An application that does not include photos of all the works to be displayed may be approved provisionally. Final approval shall not be given before all the works or photos thereof have been viewed by an approved agent of the BWVC Committee.
- d. If an application to exhibit is disapproved, an explanation as to why, in writing, will be provided to the applicant.
- e. If an application to exhibit is approved, the BWVC shall negotiate the display area and period with the applicant and arrange for the exhibit's installation and removal.

Selection Guidelines: Applicants will be judged on the basis of originality, artistic quality, and suitability for a family setting. All decisions made by the Selection Committee and the BWVC Committee will be final.

WALL ART?
ONLY

Insurance: Insurance will be the sole responsibility of the applicant. The applicant must sign an agreement holding the Village of Arden harmless for liability due to damage, destruction or theft prior to installing any work for display. ~~Secured~~ Secured ~~when~~ not in use.

ITEMS

Old Business

New Business

Adjournment

Meeting adjourned at 9:48 P.M.

Respectfully submitted,
Elizabeth Resko
Village Secretary