

Public Notice – BWVC Regular Meeting

3:00 PM at BWVC

Sunday, August 25, 2014

AGENDA

PUBLIC SESSION

REPORTS

Programming - PPP (Toby)

DISCUSSION

Usage Requests and Usage Structure (All)

ITEMS

Old Business

New Business

Adjournment

Attendance: Steven Threefoot, Beverley Fleming, Patrick Berry, Walter Borders, Toby Ridings, Bill Theis, Ken Morrison, Randy Hoopes and Liz Resko

Meeting called to order at 7:31 P.M.

PUBLIC SESSION

PPP Fair Update: Toby Ridings

Awakened Heart is aware that Sunday BWVC building is not available due to clean up from the Fair.

Eckankar did not receive a confirmation. Amy was notified.

Vendors fill out survey after Arden Fair.

Money Boxes: Bill and Amy will collect hourly. Steven will pick up cash for cash boxes on Friday (\$150 in ones and \$50 in fives). Leave \$200 during the day as you remove cash.

Urinal needs to be fixed (flush valve sticks) before PPP Fair day.

DISCUSSION: Usage requests and usage structure (all)

Establish rental rates by establishing the base and standardize so it is not continually debated.

SPECIALTIES RATE CATEGORY

Dominick (Tai Chi Classes)

Rental fee increase: \$25 to \$50

Long term renter

Usage: Two hours a night, once a week, Thursdays, 7 P.M. to 9 P.M. with one or two students per class.

No setup/breakdown.

No custodial support required but there is still some oversight required to check on after use.

Suggested current standardized rental price \$50 for three hour block for repeated rentals, with an additional 10% discount if Arden affiliated or non-profit organization. The \$50 hourly rate includes overhead and

limited custodial support. Dominick will be charged \$35 based on the fact that they do not need custodial support.

Kerry Orr

Long term renter

No setup/breakdown

New Policy Established

Building Lockup Responsibility:

Presently long term renters will lock the building if they are the last renters and this has been working with no incidents. If rental is one- time event, then committee member or custodian locks building.

New Policy: The BWVC is to be checked and locked up securely at the end of each day by custodian or committee member (to be determined).

Rental Setup/Breakdown

New Policy: Customers should not set up table and chairs. .

CONTRACTUAL RATE CATEGORY

Awakened Heart- Long term contract. (One year)

COMMUNITY RATE CATEGORY

Community Classification Definition

It's a requirement that the renter cannot charge anyone a fee who participate in their group/event. Open to the community at large.

Community events include, but not limited to, the following:

Cultural Recurring

Town meetings

Art- On- The Town

Fiber Arts

\$25 usage value

Wednesday (Once a month)

All Arden people participate

Few chairs set up

The committee views this as a community event. If they want to make a donation they can, but they do not have to. Beverley will talk to Denise Nordheimer. Steven recommends a write up in the Arden Page.

Review of Base Structure Rate Calculation (all rental fees listed on website)

One- time user rental fee calculation: The numbers were calculated by looking at all operating costs for a year and backing out usage rates. Comparing what other facilities cost in the area. This calculation resulted in a little higher rental fee but more structured balance.

Long- term rental fee calculation: One half of the one-time user rental fee calculation.

***Modified base structure rate as follows:**

Offer a lower rate or further reduction to a new renter (one year renter and who rents on a weekly basis) after three months, provided they do not require setup/breakdown, cleaning or any custodial support. It is not a discount. This is a way to make it more in line with costs.

CONCERTS RATE CATEGORY

Use of building where there is a gate and sale of alcohol

State Certified volunteers for BWVC must serve alcohol.

Part of rental fee is the revenue from sale of alcohol. Do not believe there is historical data available to-date to determine if events cover operating costs. Steven will check with Town Treasurer David Mickelson.

Fearless Improve

Net Liquor Loss estimate (\$1.49) for the last event.

Fearless Improve Usage:

Ten months

Rehearsal (Monday & Thursday evening)

Friday evening concert once a month

27 days of usage for a portion of the building.

Hobby/Revenue base business (Hobby is not open to everyone)

Fearless Improve-Estimate Monthly Usage Pricing out:

\$40.00 (2 hours custodian services)

\$60/ 70.00 (\$5 per time use building)

(Estimate 60 sales@ \$5=\$300 -\$100 (30% discount, rounding).

Volunteers - As a committee they are committed to provide volunteers for the gate, sale of liquor and overall overseeing.

Fearless Improve receives 27 days of usage, custodial services plus volunteers support for no rent. The BWVC compensation from gate and concession sales during events estimated at \$100 per month.

Question: Is this event something that adds to community flavor? Or are we doing something different than the standard rate that requires this rental to be put into a separate category? BWVC is subsidizing Fearless Improve on performances; we have to understand why. It is part of their hobby and we do not allow others to utilize the building for their personal hobbies.

Committee will meet with Fearless Improve to discuss rental.

David Mickelson received sales report from Fearless Improve. Need to notify David in the future to forward information to Bill and /or Steven. Beverley will provide Fearless Improve Sales Report copy to Bill.

Volunteers List

Beverley will provide list of volunteers who are Delaware certified to serve liquor at BWVC events and will provide certificates to be filed in town office.

Blank BWVC Rental Contract

Beverly was signing off on BWVC rental agreements ,but no longer continues that practice. She will provide Steve with a copy of blank rental agreement for his review.

UNIDENTIFIED RATE CATEGORIES

Painting group

A new painting group is interested in usage of BWVC. How the group is classified is contingent upon review of the proposals. They need to present a proposal detailing their needs/usage: Frequency of use, length of time, time requirements for custodial support, how many people will be participating, and if accessible to broad community that Arden services, revenue neutral etc.

Eckankar (Philosophy Lectures)

He cannot afford \$45.00 rental fee, the non-profit standard rate rental fee, and will not continue renting.

Non- profit

2 people attend

Set up (Screen & a table)

Eckankar can submit a proposal and include how lecture series will be structured to be open to community.

Committee will review and discuss if they think this would be something the community would be interested in participating in. The Ardens are subsidizing this and is this for the benefit of the community.

Educational Programming

Educational Programs are closer to running a course (first aid) in which there is usually a charge to cover their costs. Events where there is a fee, rental can be collected.

Consider the maximum number of people who can participate.

It is complicated to categorize (splitting hairs) Educational Programming like CPR, Religion, Real Estate seminar.

CURRENT RENTAL STATUS UPDATE:

Delaware NORML rental fee is \$50.

Lindsey Mayo Photographer is off the books.

Tonya Lazar - She offers workshops periodically for two/three months at \$45 rental resident standard rate.

AHIS

They are currently paying \$50.00 rental fee. Clay Ridings, an affiliate with the village, should receive discounted rate of \$45 not \$50.00. Agreed and will be adjusted to \$45.00.

PROPOSAL REVIEW

Terry Hansen Proposal

Does not fit into definition of community event

Summary of Proposal details:

Geared towards a sub group of people

Wednesday daytime event

One-time event (annual)

6 hours

Two rooms: Rooms 1 & 2

Set up (custodial support)

Rental fee discussion

One time event \$90 x 2 rooms (10%) plus additional hours

Normally rate is \$425.00 week

Fee structure calculation:

For future application to be duplicated and understood

A 50% discount to be applied to the standard rate for daytime usage rentals because it is considered non peak hours for the buzz. Underutilizing the day time is applying an arbitrary 50% to at least cover operating costs if it was an ongoing event. Determining 50%: 50% is for the long-term rentals. Reduction off base fee is for long term rentals because of sustainability, since the facility is not being used.

Daytime is considered one block- up to six hours. Not dividing into morning and afternoon use.

\$425 (two rooms) full price x 50% = \$213 – 10%. Monday through Thursday day time only. This reduced rate does not apply to peak time which is considered evenings, including Fridays, weekends and Holidays (Christmas to New Years to be further defined).

***Include in the Arden Page a description of the rate structure for community.

Coffee house still to be discussed

Meeting adjourned at 9:38 P.M.

Respectfully submitted

Elizabeth Resko

Village Secretary

