

**1/16/17 BWVC Committee Meeting Minutes:**

Commenced 7:35 pm

In Attendance: Walt Borders, Denis O'Regan, Toby Ridings, Randy Hoopes, Debbi Sheiker, Beverley Fleming, Terri Hansen, Dave Jones, Pat Toman.

**Dec Minutes** accepted.

**Manager Report- Beverley Fleming:**

**Rentals-Inquiries:**

3 web-8 voicemail-2 other, FB messenger

Coffee House- Change date in April from 14th (Good Friday) to 21st (customary when falls on GF)

No rentals or requests that date.

There was damage to 2 chairs during last CH in rm 1. Dave Claney noticed during clean up.

Dave J. also mentioned there was a damaged Awakened Heart music stand-during CH?

Security light on corner of Buzz shining into Compos home which Carol requested we redirect.

She also inquired about the once garden in front of Buzz suggesting some seasonal bulbs.

**WILL DISCUSS NEXT MONTH:** Carol's flower bulbs under Buzz windows as well as Awakened Heart's were moved during renovations.

AH will coordinate with Carol when they move theirs back.

The usual yearly inspection from Fire Marshall will be in next month. Bev will meet with him.

**Financial Report-Walt Borders:**

New Fiscal Report-handout with David Michelson's in black-4/1/16-1/16/17 10 month report.

**Maintenance-Randy Hoopes:**

Randy has purchased cabinet doors for the open shelves in rm 4-will give receipt to Walt who will submit to David Michelson.

New experimental lightbulbs Randy put in is extremely bright.

The 2 lights- 65W and 70W are marked with date to see how long they last compared to previous ones with short life span.

Dave J. put new free standing storage cabinet in rm 4 for AH storage and their TV with lock for TV section.

Cabinet will be donated to Buzz.

**Programming Report-Toby Ridings:**

**Friday Night Programming:**

Art on the Town-- No January show.

Some creative energy around the upcoming shows including musicians.

Coffee House----- 1/13. Well attended \$114 donations. Food sparse.

### **On Going Monthly Programming:**

Mobility Class -- Cecilia Vore, organizer, Tuesdays and Thursdays 2-3 pm

Art studio -- Jeanne Orr, organizer. Monday nights 7-9.

Yoga -- Barb McAnany, Saturday at 8:30 AM.

Toby posting reminders in Ardenistas.

Barbara requested rm change from 1 to rm 3-OK Bev has done.

Group motion -- Megan King, organizer.

May be moving to Gild Hall. Megan would like to continue at the Buzz as well combining art with music.

**PPP:** 3 apps received so far. Toby would like to explore the idea of a Facebook page as a promotional and communication portal.

Need to start getting volunteers now.

Also need PROCESS for incoming checks for PPP vendors so Toby is aware and can confirm with vendors.

1X week right now is good.

Website-This past weekend the web is down. Walt will inform when up.

Danny Schweers is stepping down from handling the Buzz web account (his credit card was used)

New Administrator web person-Stephanie

Domain name: ArdenBuzz.com

**Old Business:** None

### **New Business:**

3 Committee terms up-Toby, Denis and Debbi

Denis and Debbi will run for another 2 yr term, Toby will know soon.

Discussed other possible candidates to run as well.

For Town Meeting next week: PPP, Financial report and Buzz Committee candidates.

Denis-Announce all residents help the Buzz spreading the word for rentals.

It will also help with the land rent.

Toby-ask for ideas to utilize the Buzz.

Walt-discussion on starting work on the OPERATIONAL GUIDE BOOK for The Buzz-policies, standard operating procedures (SOPs).

Toby also suggested a Mission Statement for the Buzz that also is on the website.

Bev suggested talking to Connee McKinney for mission statement.

Toby-FILE FOLDER needed to keep all warranties, contracts, color schemes etc

Walt-to safeguard-need a locking \$ dropbox for office door.

**VOTE-yes**

Meeting Adjourned 9:15 pm.

Respectfully submitted,  
Debbi Sheiker