

BWVC Regular Meeting
7:30 PM at the BWVC
Monday, December 18, 2017

Agenda
Public Session
Acceptance of Minutes

Reports
Financial
Building / Maintenance (Randy)
Programming – PPP (Toby)

Items
Old Business
New Business

Attendance: Walter Borders, Denis O'Regan, Randy Hoopes, Toby Ridings, Pat Toman, Terri Hansen, Maria Burslem
Guests: David Claney, Patrick Barry, Linda Celestian, Jennifer Curley, Pam Politis, Pete Compo, Ron Ozer

Meeting: Called to order 7:30pm

Minutes: November meeting minutes accepted with a few changes. September minutes found on a phone and then emailed. Will have to hold acceptance for September minutes in January meeting.

Village of Arden Conflict of Interest Policy: Emailed earlier, all 5 committee members stated that they have read and understand the policy.

Manager's Report

- 1) Arden Building & Loan long term contract. Toby and I have been in negotiation with AB&L. They require 4 more meeting times throughout the year in room 4. We need to have at least a week of advance notice.

Decision: After discussion of details, seen below, the committee approves that Toby and I will reach out to Mary Marconi with the new offer

Details:

- 1) monthly rental: \$350 a month.
- 2) 3 year lease, beginning 1 January 2018
- 3) After the first lease expires, an option of an additional 3 year lease with a negotiated rate hike.
- 4) Use of the room formally known as the "Old Boys Bathroom": including the hallway access door back to the window.

- 5) They will have the use of electric power, that will be installed by the BWVC.
 - 6) ABL must obtain written consent to alter premises, walls, floors, windows or utilities. All alterations, installations and improvements shall become property of the BWVC. BWVC is not required to pay for any of the work performed unless, agreed to pay as indicated in the prior written consent.
 - 7) BWVC will cover the window with a cage similar to the cages on the town office windows and the power meter equipment.
 - 8) The AB&L will control the access to their office space by installing their own lock in the hallway door. A key must be provided to the BWVC to be stored in a secure place in the office in case of emergencies. BWVC has the right to enter to make repairs in emergency situations. Inspections of the office space can be performed with a 48 hour notice.
 - 9) The AB&L will have 24 hour, 365 day access to the BWVC
 - 10) The AB&L will have the use of room 4 for meetings, 10 times a year, a week minimum notice
 - 11) Insurance: Proof of renters insurance is due at the time of signing the lease. Proof of insurance renewal is required each year at the anniversary of the lease.
 - 12) Quiet enjoyment: Tenant agrees not to hamper, disturb or interfere with other tenants on the property, nor create any nuisance that would affect the rights of others.
- 2) Contract for Awakened Heart (AH): A new contract is needed. The old one has expired and they are now in a month-to-month rental as stated in the old contract. An important issue for AH is permanent storage. First, the BWVC needs to provide segregated secure storage. Toby would like to review old contract. Toby and Denis are working on a master plan for all BWVC storage.

Building/Maintenance:

General Maintenance:

Randy: no general maintenance to report. Leak over stage has not re-appeared.

Pete Compo: BWVC security lights light up his house. It's a little annoying, but does not want us to change anything at this time.

Tablecloth inventory, cleaning and secure storage: Toby has inventory but needs to recheck the count and look at their condition. They were purchase for use of the PPP annual fund raiser and have been used for all sorts of events in recent years. The wear is beginning to show. Maybe use them only for PPP? Security is an ongoing issue and will be handled in the master storage plan.

Denis: In preparation of the AB&L moving in John Digiovanni installed electrical outlets to the future office. John will also send in a proposal to replace the ancient breaker panel in the front hallway.

Program Report 11/20/17 – 12/18/17:

Friday night Programming: See attached document

Coffee House- Held on 12/08/17: Averaged about 50 people. Donation of \$225.

Linda Celestian: I was asking for funding to install 2 murals that were completed and displayed at the Arden Fair in 2015. The name of the backing material is SINTRA from tri-dee.com

1- 4'x8' and 1- 5'x12'

Gild Hall paid for materials originally. Pat Toman says they have no claim to the work.

Decision: A backer board is needed for each mural. 1 1/2 backer boards of 6mm board will be used to test and hang murals in room 1 and hallway across from bathrooms at an approximate cost of \$800. Vote: 4 yes, 1 abstention: Denis. He abstained since he's has a proposal to Linda to do the wood channel work on the supports.

ACRA: They have an interest in a long term contract with the BWVC. They aren't interested in the Community Event idea, as seen on the BWVC website. They want an up or down vote on Pam's motion:

BWVC Committee approves the use of the Buzz building and property by ACRA as described in Paragraph 2 of the "Buzz Ware Village Center – ACRA Summary" circulated prior to Dec. 18th Mtg.

Motion Decision: 4 against, 1 abstention: Walt Borders, doesn't think the BWVC should vote due to conflict of interest by former ACRA board members.

2nd Decision Paragraph 2, item by item:

- a) Strikes out "exclusive" concept. 4 for, 1 against. ACRA can use the building under Community Events
- b) 4 for, 1 against Its ok for ACRA to meet at the BWVC
- c) 3 for, 2 against, Strike tablecloths. ACRA can use the BWVC inventory
- d) 4 for, 1 abstention, to keep inventory in the building.
- e) We're fine with their use of the sheds.

Result: Pete Compo says he will submit CE forms. Pam says that ACRA will go before the Village at the next town meeting.

On going monthly programming: See attached report by Toby

Communications & Publicity

Website: Stephanie Polkas has quit as the BWVC and Village admin. She had her own company and we were one of her accounts. Part of the website was down and unavailable, but now it appears that it is running well. The annual payment is coming due and the BWVC has reached out to the town treasurer to figure out how to pay for its website.

New Business:

We need candidates to run in the March elections. Please send to Walt soon so he can have them in by Jan. 2nd for Advisory meeting.

Respectfully submitted
Walter Borders
Co-chair BWVC

2 ATTACHMENTS

Toby's Program Report

12/18/17

BWVC PROGRAM REPORT FOR PERIOD BETWEEN: 11/20/17 - 12/18/17

Friday night Programming:

Coffee House- December 8th. Average attendance. No opening Act. Total from hat collection was donated to the BWVC.

Art on the Town – December 1st Group show. *See attached expense and income report*

I met with Bernadette & Elisabeth on Dec. 6th 7:30 PM at the home of Bernadette Donadue. We discussed the 2017 group show and the 2018 group show. We decided that emails for the show need to go out as early as June and no later than Labor day. Flyers posted at lease by Thanksgiving and designed by Nov. 1. Contact radio stations since Cityfest is no longer providing reliable advertising. This applies for regular AOT shows as well. Bernadette will prepare a notice to for the Page thanking all the artists, participants and those who donated so generously to the cause. We are currently booked thru 2018 and into 2019 for artists. Eliz Bard said that the Artists enjoy showing at the Buzz for many reasons and one is our reputation for drawing an audience that supports artist and buys art!

On going monthly programming:

Mobility Class – Cecilia Vore, organizer, Tuesdays and Thursdays 2-3PM BWVC.

Art studio at the Buzz – Jeanne Orr, organizer. Monday nights. 7-9PM. Mural painting is occurring at this time. Villagers and children from the Ardens are participating. **Yoga** – with Barb McAnany , 8:30 AM on Saturday mornings. Classes will continue through December. Class canceled due to snow 12/16/17.

PPP One vendor application received. I will provide a protocol for processing the applications next month.

BWVC Guidelines and SOPs: Drafts for presentation.

Community event requests new: none

Upcoming confirmed:

Jessica Lewis: Tai Chi Cha confirmed for Jan. 13th 2018 11AM. Notice will be sent to the Page and flyers printed and posted for the village bulletin boards.

Mural Painting: in room 4 weekly during open studio.

Toby Ridings

ACRA's

BUZZ WARE VILLAGE CENTER—ACRA SUMMARY

ACRA MISSION:

ACRA is dedicated to preserving and nurturing the strong sense of community among the villages of Arden, Ardentown, and Ardencroft creating an environment in which all ages learn, play and socialize together.

1. We have read the Village of Arden Conflict of Interest Policy and the BWVC Community Event Sponsor Form and see only one possible conflict: During the House and Garden Reception we put out an ACRA donation bucket and collect from \$25-75. ACRA, however, has a situation which is perhaps unique from other users of the BWVC. Like the Buzz, we are in part funded yearly from donations from the three Arden villages which come from land rent paid by members. Therefore, any donations we receive during events go into the same "pot." This is also relevant to the items that we borrow from the Buzz listed below. If we buy coffee urns or chairs and tables for use once or twice year (and build another shed for storage), these fund will come out of donations funded from land rent. The result will be the residents of the Ardens' buying duplicate equipment.

2. ACRA's historically approved no-charge use of Buzz facilities and properties:

- a. Five-week summer program. ACRA has exclusive use of BWVC for five weeks with no other activities except for Awakened Heart, including set-up and clean-up days. ACRA pays for bottled water and custodial fees. Program Executive Director gets a key to Buzz for summer program, as well as members of the summer committee.
- b. Monthly Board meetings; occasional sub-committee meetings (e.g directory committee, summer committee, solicitation committee).
- c. Events at the Buzz: House and Garden reception; includes use of all facilities, including tablecloths.
- d. Equipment for Outside Events: table and chairs (4th of July), tables and coffee urns (pancake breakfast), coffee urns (coffee booth), table and chairs (adventure games), water coolers.
- e. Sheds – ACRA has had exclusive use of the two sheds. ACRA maintains the sheds (repaired the roof on one shed last year).

3. ACRA pays regular Potions, Peddlers, and Practitioners rental rate for Arden Fair Coffee booth.

4. ACRA-BWVC liaison: Peter Compo, Treasurer (302-290-1414, petercompol@gmail.com) will serve as liaison.

5. Questions

- a. ACRA scheduling events--how should we secure dates and access for our 2018 meetings and events?
- b. ACRA storage needs in the Buzz (in addition to Sheds): space for the paint supplies that were under the display case (about 2 medium-sized tubs space) has been resolved, we believe to the satisfaction of the BWVC.
- c. ACRA received a grant for the Buzz Mural from the "Aaron & Sally Hamberger Fund;" how do we coordinate installation with BWVC?