

BWVC Regular Meeting
7:30 PM at the BWVC
Monday, March 19, 2018

Attendance: Walter Borders, Toby Ridings, Maria Burslem, Pat Toman
Guests: David Claney, Patrick Barry
Meeting: Called to order 7:40pm

Minutes: February meeting minutes accepted without change.

Manager's Report

There was no manager's report.

Financial

Walt reported that Arden Building & Loan lease is moving toward being finished by the village for AB&L to review towards signing. There has been a little back and forth about how much insurance coverage AB&L needs and who does the policy actually cover.

About First State ASHI: they said that they would pay for the 22 past meetings at \$45 a meeting. They will be sending a check.

New business process redesign: What does the committee need to do to prevent unpaid use of the building or unauthorized use of the building or selling lower priced rooms and then letting customers use more expensive rooms? Some ideas:

- 1) Increase the committee size from 5 to 7, increasing volunteer hours/eyes.
- 2) Have positions that weekly track different building activities.
- 3) Use software to manage rentals, custodial assignments and calendar.
- 4) Tight coordination with the (future) village bookkeeper.
- 5) A business analyst to create a new process.

Toby requests that Denis write a "report of discovery" about what he has learned as the temporary building manager and what the future job building manager description would be.

Building/Maintenance:

John DiGiovanni is continuing his wiring work on the new panel and putting outlets into rooms 1 and 2.

Patrick Barry reports that the sink in room 2 needs attention: cold water does not turn off effectively and the hot water connection under the sink drips.

The sign and bulletin board out front was run over by an Awakened Heart visitor. The visitor's insurance company is Nationwide. Walt will contact their agent.

New storage projects: (Stage and Back Hallway) currently on hold.

Toby had checked with Jeffrey Politis to learn that there is a \$2500 limit on committee spending – *per project*. The village policy is if a committee is within its budget and wants to spend more than \$2500, the town officers must approve. If the committee is over budget and wants to spend more than \$2500, the town must approve. A short discussion follows about the \$5000 committee approved budget for the storage projects. Committee decides that there are actually two projects: stage storage and back hallway storage.

Programs

Art on the Town. Bernadette had sent Toby a draft of the new contract shortly before the meeting. Toby had not had time study it, but read parts of it to the committee. The committee still needs to study the draft and approve a new version.

Short discussion about Toby's notebook that she's created from many sources, descriptions/Standard Operating Procedures (SOPs) of what and how the BWVC building operates or should operate. At a future meeting these need to be reviewed and then posted online.

The Memorial SOP has been worked on in the committee, but never finalized. Pat Toman talked about how the Gild Hall handles memorials. Essentially, the Gild Hall decides case by case. When permitted, its free but ask for a donation. Sometimes users give, not always. Pat also noted that as a private organization, they don't have to answer to anyone, unlike the BWVC, which is a government organization.

Toby reported that Frank Vincent submitted a receipt to be reimbursed. The problem here is that there is not an agreed to SOP between the BWVC and Coffeehouse community event. The Coffeehouse is a "legacy" event. There has been several attempts at reaching an agreement on what are the obligations for each party, but none have been reached. For this meeting Walt had recently reached out to Frank prior to the Coffeehouse on March 16, to elicit ideas from Frank, so as to keep the discussion going. Frank maybe developing a short list. As of now, there's no BWVC budget for the Coffeehouse to repay Frank.

PPP: Toby reported feeling that her team was coming together for 2018.

Website

Walt volunteered to temporarily act as webmaster. The committee approved.

New

Walt proposed a motion for Town Meeting:

To celebrate the wide range of diverse interests and programs that give the three Arden's its sense of community, togetherness and pride, the Buzz Ware Village Center Committee wants to establish for residents of the three Ardens the use of the Buzz Ware Village Center for no charge, according to the policy called Community Events, as defined by:

- 1) be open to all members of the community,
- 2) be free of charge,
- 3) be non-commercial – no sales of any sort are allowed,
- 4) beneficial to the community, and
- 5) sponsored by a village resident of Arden, or Ardentown or Ardencroft, and
- 6) be in alignment with the BWVC mission to serve the community.

Walt's goal was to create a Community Events town policy of the same Community Events policy that the BWVC has successfully used for several years. If passed by the village, it would take the village to remove it. Right now, a future BWVC committee could take away access for individuals and groups now allowed to use the building for free. This was an attempt to deal with ACRA's concerns.

The committee decided to not recommend the motion to the Village due to:

- 1) Fear of the scrutiny the BWVC Community Events policy would undergo at Town Meeting.
- 2) The necessity of the motion – Is this needed? What's the difference between a town and committee policy?
- 3) Maybe this would take away something from the committee.

Thank You!

Thanks Pat Toman for your years of being the Ardencroft BWVC representative! He will be replaced by Larry Strange.

Meeting adjourned at 9:45pm

Respectfully submitted
Walter Borders
Co-chair BWVC