

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

**Attendance:** Maria Burslem, Denis O'Regan, Toby Ridings, Larry Strange, Shari Phalan, Debbie Sheiker, Mary Young. **Guests:** Elizabeth Bard, Patrick Barry, Dave Claney.

**Proposed Agenda:** Reviewed and approved.

**Minutes:** October minutes accepted.

**December Art on the Town:** Guest Elizabeth Bard attended the meeting to provide an update on the December Art on the Town event.

- 18 vendor tables are filled with 13 paid (2 double tables).
- For food and drink, \$100 for each should be a reasonable budget. This budget was unanimously approved along with the idea of providing plain tablecloths for all tables.
- It was also suggested that each vendor bring an appetizer to share.
- It was agreed that Toby will work with Bernadette to provide information to the committee on how the committee members can support the event.
- A flyer will also be provided to Toby for distribution.

**Chairpersons Report:** *Denis to provide November's report document at tonight's meeting. Here is a brief recap of items discussed:*

- The November Coffee House proceeds have not yet been counted.
- One application has been received for the Building Manager position. Denis suggested that the committee meet in executive session after the meeting adjournment to review and discuss.
- Denis is recommending that pre-printed envelopes for money are ordered with blanks to fill out for:
  - # of attendees
  - Event
  - Total \$\$
  - With 'how to complete' instructions also printed on the outside.
- Storage build-out. No advancement on this. Hoping to get completed in early December.
- Solar reading was submitted for October.
- Access to BWVC phone messages – Denis still not able to retrieve messages. New PIN is not working. Larry suggested getting a google phone number which would enable the committee to get a transcript of all calls.
- Bookkeeping resource – Denis has put this on hold until the on-line payment option issue is resolved.

**Rentals** – *See Chairperson's Report.*

**Financial Report:** *See Chairperson's Report.*

**Program Report:** *See attached program report from Toby.*

**Website:**

- Denis is compiling a contact form update with more questions/information to be completed.
- Larry indicates that we need to take a methodical approach to updating the website, with a staging form behind the live version to test before cutting over to production. Every month new updates can be cut-over after being thoroughly tested.
- Larry has also added the phone number to the website.
- Larry is providing all contact forms received the preceding month to each committee meeting.
- Dave Claney indicated that a way to contact an event coordinator needs to be included on the event calendar. Larry stated that this can be accommodated.
- Larry has also added 360 room views and google arial views to the online tour on the website.

**Old Business:**

- Non-voting member procedures. Mary reported that letters have been sent out to both the chairpersons of Ardentown and Ardencroft, respectively.
- Shari brought up the Ardentown donation designation which is currently only to be used for community programs. She would like to explore the possibility of changing the designation so that it can be used for other items, as well.
- Denis is to clarify the process of posting committee meeting minutes to the Arden village website. Mary will provide for the posting once the process is identified.

Motion to adjourn 9:40 PM

Respectfully,

Mary Young, BWVC Secretary

11/19/18

**BWVC PROGRAM REPORT BETWEEN: 10/15/18 - 11/19/18**

**Friday Night Programming:**

**Coffee House-** 11/09/18 Buzz House Band was the opening act. Extremely well attended evening. All donations went to the Buzz including the band's pass around "hat". Peak attendance at 9:00 PM 64 people, Total donations \$292.00

**Art on the Town** - November 2. Artist, Heather Stiple: No info. at this time.

Eleven applications have been received and 4 pending. We need to be ahead of the curve with this event. Last year there was a huge donation of food items, decorations and linens.

Bernadette thinks the budget for 12/7 should be \$100 for food, \$100 for alcohol. And we need to provide neutral Tablecloths for the vendors in case they don't have their own. Budget approved.

Her main question is: how can we veil Renata Brito-Cherin's nude artwork in May, so I can tell her "YES - you can have a show".

**On going monthly programming:**

**Mobility Class** - Cecilia Vore, organizer, Tues. and Thursdays 2-3PM BWVC. Rm 1.

**Art studio at the Buzz** - Jeanne Orr, organizer. Monday nights. 7-9PM. Has become more popular and well attended.

**Yoga** - with Barb McAnany , 8:30 AM on Saturday mornings. Room 3. Yoga canceled for 11/24.

**Long term renter-** Dominic Chen, Thursday night Chi-Gong. Rm 4

**Mural:** Interior Mural. Linda is looking into purchasing the mounting boards. Denis will need to have the frame ready because we wont have anywhere to store the large boards.

Steam clean living room furniture.

**Recent Community events:**

**80's dinner:** Nov 11<sup>th</sup> Sunday, 3-5 PM, rooms 1& 2, Sponsor Cookie Ohlson

**Telebration:** Nov. 17<sup>th</sup> 7-9:30PM, Sponsor Cecilia Vore

**Community Event Requests:**

Joan Warburton Phibbs, Movement workshop: Requested Dec. 15<sup>th</sup> 10-2. Approved.

Respectfully submitted,  
Toby Ridings

Over