

**1/18/16 BWVC Committee Meeting Minutes:**

Commenced 7:30 pm

In Attendance: Steven Threefoot, Walt Borders, Toby Ridings, Randy Hoopes, Debbi Sheiker  
Bev Fleming, Pat Toman, Dave Claney and Dave Jones.

**Chair, Steven Threefoot (ST):**

Acceptance of December Minutes.

**Committee Items:**

Steven Threefoot- Review of ABCC (Alcoholic Bev Contr. Commission) Standard Op Procedure (SOP)

Submitted for Beverage License for coverage through April 2016.

Will obtain coverage through remainder of calendar year.

The License will be posted on the Buzz Bulletin Board.

Any official documents will be placed on the left of Board.

Advertising for events etc will be placed to the right.

Discussion regarding the SOP for beverage license and all additional SOPs for the Buzz.

Steven will start compiling a list/documentation of Buzz SOPs and continue adding to, then create a binder to keep all SOPs together in one place regarding all operations of the Buzz.

March is end of term for Walt Borders and Randy Hoopes.

Discussed any ideas for replacements in March Elections.

Denis O'Reagan stated he would be interested.

**Manager Report- Bev Fleming:**

Rentals are doing well from now until June. All Saturdays in June are booked.

Stucco on outside of Buzz scheduled for first 2 weeks in April.

Since Sunday rentals are more in demand, time is needed after Awakened Heart for break down and set up for next rental. It is decided that Sunday rentals will be available from 3:00 on which includes any Community Events.

The exception is the ACRA Open House Reception at 1:30 since it was previously agreed upon with AHSC.

The Fire Marshall made his yearly inspection of the Buzz in Dec. noting 3 violations.

Fire extinguishers inspected- now updated and tagged. Need schedule established.

Wall Emergency Lights needed batteries- new batteries installed. It was discussed that rather than the present yearly schedule to check batteries, this should be every 3 mos.

Lastly, the Assembly Permit (# of people) needed renewal. Bev submitted request for payment to Steve and Village Treasurer Dave Michelson.

Bev does not have a copy that payment was made.

Issue of playground use by renters- same as any park.

And Dogs in the Buzz- No resolution yet.

**Financial Report-Steven Threefoot:**

Emailed Financial Statement.

We're a non-profit center-providing services-to be sustaining.

It is not our Mission to be a profit center.

Our aim-to be little above break even-keeping balanced.

**Group Community Programs-**

The Community runs from March->March.

Steven-2 Handouts--Past 13 month Buzz Ware Room Use Report-- for rentals, official and programs and Summary of Events Report-- for attendance, revenue and cost from 3/25-12/31/15 and per event, for group programs, mobility, yoga, AOT, coffee house and group motion.

The Group Community Programs over last 9 mos. attended by 1500 people. Going great.

Also creates more rentals.

Will discuss at later date-if conflict between a rental and a community event(important to community) ?

**Programming Report-Toby Ridings:**

Friday Night Programming:

Art on the Town---Meeting scheduled for 1/21/16 for artist application and scheduling for the season.

The AOT yearly advertising invoice will be submitted 1/20/16 for payment by the town accountant.

Coffee House-----4th of the season on Jan 8 was very well attended.

On Going Monthly Programming:

Mobility Class -- Cecilia Vore, organizer, Tuesdays and Thursdays 2-3 PM. Cecelia out of town 1/20-2/2.

Art studio -- Jeanne Orr, organizer. Monday nights 6:30- 9:00.

Yoga -- with Barb McAnany , Saturday at 8:00 AM. Attendance is growing.

Group motion -- with Megan King, Held on 1/17/16 approx. 12 attended- 4-5 Ardenites.

Megan inquired fee amount for sound system and how it is being handled.

She would like to continue at the Buzz under original arrangement through May.

Interested in last Sunday in May since the 3rd is booked.

Fiber Arts == DISCONTINUED

New Events: Jester Art Space---Rental for a potluck with Invitation to Arden and neighboring creative communities with the hope of generating a mutually beneficial creative exchange. Toby suggested putting notice in The Page.

New Years Journaling -- with Jill Althouse-Wood on Jan 3 from 2-4 pm.

Community Event Very successful event with great attendance from the community and donations.

Mural Hanging-- Linda Celestian is researching a hanging technique and cost estimates.

Randy looked into cost of plexiglass for framing. Would need 2 pieces-cost \$1000-\$1200.

Fundraiser-PPP-- Currently have 3 paid and confirmed vendors.

Steven-- Need to keep file for all programs with signed form. Possibly every 2 yrs?

It is the same form as renters. Important to do this for comm. programs also.

Walt and Dave will work on adding info on all Programs on the Buzz site.

Discussion--Coffee House. Previously was BYOB. Law not allow so Now No BYOB-need to buy beer that's sold there.

**Building Report-Walt Borders:**

Exterior work plan. Handout--County Environmental-Exterior Surface Lead Abatement.

Need to decide either paint whole building OR a combo of stucco (2 sides and front) and paint (back, doors, soffets and trim).

**VOTE-Limiting to the 2 choices. Passed.**

Required--need to open to Arden for opinions and their say. Already have approval for the work--need to allow input.

At the 2/17 Town Meeting--opinions and input can be given regarding the color to paint bldg. It has only ever been 2 colors--green and red.

Then the Buzz Committee will make the choice.

Discussed the keys to Buzz. Bev has front door. Bill Theis and Danny Schweers have key to office.

We need to address the office key.

**Communications & Publicity:**

Steven looked into postcards pricing. Cost \$50 per 100 or 500.

Postcards will have info on website and phone no. With words only no pic.

Bev also suggested virtual tour link on postcard for site.

Meeting Adjourned 9:30 pm.

Respectively submitted,

Debbi Sheiker