

BWVC Regular Meeting
7:30 PM at the BWVC
Monday, December 16, 2019

Attendance: Maria Burslem, Pam Cohen, Denis O'Regan, Shari Phalen, Toby Ridings, Debbi Sheiker, Mary Young.

Proposed Agenda: Reviewed and approved.

Minutes: October 2019 minutes were reviewed. It was decided to wait for approval at the January meeting after suggested additions were made. November 2019 minutes were accepted.

Building Managers Report: *See Building Manager's report for information presented. Some of the information provided is recapped, as follows:*

- Committee meetings are relying on the Buzz for set-up. This was discussed and it was agreed that the government committees should set-up the rooms themselves. Denis made the following motion, which was unanimously approved by the committee:
 - Every room will have two tables and 8 chairs ready for committee set-up.
 - All rooms when struck will be returned to this state.
 - A preference for number of tables/chairs to be provided will be added to the preference sheet, specifically for government committees.
- It was also noted that any changes to meetings, events or rentals must go through the website.
 - Changes must be made 2 weeks in advance.
 - This does not apply to cancellations.

Chairpersons Report: *See Chairperson's Report for information presented. Some of the information provided is recapped, as follows:*

- Denis to purchase the Google WIFI AC12100 Dual-Band Mesh WIFI System (3 pack) for \$259.
- Front door lock – still waiting for Corbin regional rep to meet on site to understand our options.
- Defibrillator – this equipment has been received, per Pam. After the holidays training and implementation will be scheduled.
- Storage – need to meet with Mary to continue to finalize the plan.
- Roof leak – it was agreed that this is the right time to open up the roof to diagnose the problem. Denis will meet with Jeremy on demolition plan.
 - A new suspended ceiling over the stage will also be investigated.

Program Report: *See Program Report for information presented. Some of the information provided is recapped, as follows:*

- Coffee House
 - 12/13/19 - 83+ people attending.
 - Front door donation unmanned by volunteers.
 - \$459 received using new acrylic collection boxes.
 - Still working out the process of the front door donation as coverage has not been consistent since the policy was implemented.

- It was suggested that the committee invite Frank to attend a meeting to review the new procedures.
- December Art on the Town
 - Moderately attended, but guest response was very positive
 - 78 people, \$215 in donations
 - Toby asked the committee if a vendor who was unable to attend should receive a refund. The committee approved.
 - It was suggested that a 'no refund' message be added to the vendor form. Toby will provide this input to Bernadette for implementation.

Old Business:

- Maria was contacted by the donor about the disposition of the rug.
 - It was agreed that next steps are:
 - Get the rug cleaned
 - Ask Craft Shop Museum how they cleaned their rug (Denis to initiate)
 - Decide how it should be displayed
- Electrical Panel
 - Need a new light in this closet
 - Pam to address

Motion to adjourn at 9:10 PM was approved.

Respectfully,

Mary Young,

BWVC Secretary

Buzz Manager's Report December 16, 201

David and Jeremy are still on the one week on and one week off schedule. Seems to be working for both.

Patrick has finished the decorating. I think he did a great job. Many comments from people. Cleaning of the building by Markotos has been finished. Hope all approve. Still waiting for air conditioner units to be cleaned.

Discussion:

Would like to hear what thoughts are with how much set up is needed for meetings. It was discussed at one point of having the committees do some of the setting up on their own. No problem either way for staff but want to keep in mind of hours it takes from budget.

Attached are two unedited surveys I would like to send out to renters: "Client Satisfaction Survey" and for Committees-"Client Preference Survey". Please look over and change if needed and let me know.

Community Events in question:

Janet Cosgrove from the Gild helped us with Laughter Yoga rental this month. Last minute and all worked out.

Operating Issues:

Received a second estimate on electric as I thought the one we received was too high. Unfortunately this one came in over \$1000 more. Please find attached.

Haven't started the yearly inspection yet but will get that started this week.

Door lock is slipping a bit. I let Denis know. Jeremy brought it to my attention. It seems ok right now.

Solar Reading: 33370 12.11.2019

Marketing:

Inquiries slowed a bit for month but with the holidays I would think this is normal.

Just FYI-I did a quick calculation of the Private Rentals for the year. This is without the series rentals ie: Jester, Dominic, ASHI, NORML, etc. Estimate is \$12.025. Would like to compare last years when David Michelson returns from his holiday. I will let you know.

January has 4 out of 5 Saturdays scheduled. Good way to start New Year.

Thank you for the opportunity to present this report. Wishing you and yours a very Happy, Healthy, Holiday Season

Regards

Pam Cohen

12/16/19

BWVC PROGRAM REPORT BETWEEN: 11/18/19 – 12/16/19

Friday Night Programming:

Coffee House- 12/13/19, 2 Opening acts.. Attendance - Full house of over 83 people. A lively Coffee House. The front donation table was again unmanned by a volunteer. Pam and Denis covered it. We used the two new acrylic boxes customized for the event. Donations \$459.00. The food table was filled with fewer donations than the overly crowded Nov. buffet.

Art Loop Arden- Dec. 7 2019, Holiday Art Loop. Donations \$215.00, 78 attending

White wine
(3) 1.5 litres
(1) reg.

RED
(3) 1.5 litres
(1) (opened a 1.5 but could just used a small), 4 Beers

The committee hosts this event for the village opening our doors for all to enjoy art, music and the start of the holiday season. Moderately attended. We have seen larger crowds in the past. There is a lot of completion for events on First Friday of December. The response from the guests was very positive. The Buzz looked very festive with the exterior twinkle lights and Patricks decorations.

On going monthly programming:

Mobility Class – Cecilia Vore, organizer, Tues. and Thursdays 2-3PM BWVC. Rm 1. Guest host to speak about balance and avoiding injury.

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

Yoga – with Barb McAnany , 8:30 AM on Saturday mornings. Interest has increased.

Arden Bookies- Community book club. First Monday.

Laughter Yoga: Thursday nights. Attendance and donations are good. **Vote to continue thru February.**

Community event requests: Cecelia Vore Telebration. November 24th at 3:00 PM.

No feed-back yet.

Respectfully submitted,

Toby Ridings

