

Buzz Ware Village Center Committee Meeting Minutes  
February 18, 2019

Attendees: Pam Cohen, Denis O'Regan, Toby Rider, Larry Strange, Mary Young. Guest: Dave Claney.

Proposed agenda approved.

Minutes from January 2019 meeting approved.

Building Manager: *See attached Building Manager Report from Pam.*

Website:

- Larry Strange presented information on the new BWVC Twitter account. He indicated that it can be used for late breaking news, weather closings, etc.
  - There is an icon at the bottom of the BWVC website.
  - Larry will train Pam on how to use.
  - Larry also suggested that Denis encourage people to follow The Buzz at the next Town Meeting.

Chairperson's Report (*see also Chairperson's Report from Denis*):

- Storage project – Stage closets are complete. Hardware is needed to hold the curtain back. 4 rolling shelves are coming in by the end of the month for Awakened Heart (2) and the Coffee House (2).
- Denis will provide the plan for the rear storage review. The current inventory will be reviewed as well. Denis, Toby and Mary to meet to discuss the storage project and design.
- Printed envelopes are in distribution now and working well.
- Parking on the town green committee was voted down. Ad Hoc meetings will be scheduled to discuss. BWVC continues to recommend the installation of the mesh in the areas used for parking.
- Nominations for new committee members was discussed. There are several interested parties. Denis and Toby will confirm level of interest.
- Denis suggested that as the new year begins, a co-chair position should be developed to begin developing the future committee chairperson.
- Posting minutes to the village website – procedures were provided to Mary to posting.
- An electrician is needed to get an inspection completed for the electrical panel. Toby and Pam to identify potential resources.

Program Report (*see also attached Program Report from Toby*):

- 65 people attended the Coffee House. \$118 was collected for entry fees, \$153 in total.
- Art Loop had 60 attendees. \$59 in donations; with \$1200 in sales to the artist that evening. Continued sales were supported throughout the month.
- Wine storage – need to evaluate the need for wine storage and investigate the option of a lockable cabinet.

- PPP Fundraiser –
  - Toby distributed the pre-fair SOP for review.
  - All funds go to the Buzz Renovation Fund.
  - All the SOP documents will be housed online for committee member review. All committee members are asked to review and provide feedback.
  - It was unanimously agreed that the PPP Fundraiser should be supported this year.
  - A \$2 entry fee is being strongly consider.

Old Business:

- SOP's for the BWVC and PPP Fundraiser can be found online for committee review. Toby has asked all committee members to review and provide feedback online for next meeting.
- Roof Leak – call is in. The leak is intermittent, so it is challenging to locate. Hoping to identify and repair in the Spring.
- The Civic Committee has requested additional lighting at the BWVC community bulletin board. It was discussed that some additional low level lighting could be added.
- The Ardentown and Ardencroft contribution levels will be tabled until the April meeting.

The meeting was adjourned at 9:04pm.

Buzz Manager's report: February 18, 2019

Extension of Fire Marshall for 2 weeks.

1. Calling Austin & Pruitt to replace 3 exit sign
2. Denis is contacting Electrician for panel inspection

Tablecloths all back from cleaning. Waiting for space to hang. Toby is working on it with me.

Left brochures in local shopping centers. Some objected but most ok. New Castle Library will be next stop. Had to replace at Brew Ha Ha x2.

Concord High School was supposed to send me the details for ads in Year Book but have not received as of today. Met with Brandywine Counselor and they are unsure of the details but promised to find out for me. Left message for the Athletic Director at Mount Pleasant (x2) Will keep trying.

Thank you to Denis for the nice introduction at the Town Meeting at the Gild Hall.

Met with David Jones regarding the back hall closet. He will be meeting with others from church to clear out rest of items in closet. We will be making shelving for him in the stage closet in order to have a place for the move.

Speaking with Mike B-Member of Awakened Heart and he has sent 4-5 chairs as samples of new chairs for the Buzz. Denis and I met with Patrick to discuss what was needed. Patrick showed how our chairs are missing screws and need cleaning. Keep you updated with progress.

New Private Parties set up with deposits or paid in full:

Grace Ressler/Gaby Indellini-Rental 4.6.19 Paid deposit \$99.00  
Kathy Testa-Rental 2.16.19-Paid in full  
David Reese-Rental 4.29.19-Paid deposit \$101.25  
Kendra Johnson-Rental 3.23.19-Paid in full but not deposit sent. L/M  
Josh Yoder-Rental 2.9.19-Paid in full-\$382.50  
Kathy Pierson/Tom West-\$202.50

Security Deposits written for check to be returned:

Kenneth Henke/Clare Consavage-\$198.00  
Josh Yoder-\$191.25  
Kathy Testa-\$75.00  
Kathy Pierson/Tom West - Treasurer of Local Stagehands-\$100.00

Contracts waiting with tentative dates on calendar-

Tiana Collins-4.27.19

Calina Gordon-6.2.19

Patrick mentioned that there is something wrong with sink in room 2. I will get details and let you know.

See attached BWVC Managers Monthly Report Form

Thank you  
Pam Cohen

2/18/19

**BWVC PROGRAM REPORT BETWEEN: 1/21/18 – 2/18/19**

**Friday Night Programming:**

**Coffee House-** 2/9/19, Featured act Urban Shaman. A well attended evening for a cold February evening. Peak attendance at 9:00 PM was 65 people, Concession stand \$18.00, Entry/bar donations \$118.00, Food table \$17.00. Total donations \$153.00.

**Art Loop Arden-** Alan Burslem Pottery, There were 60 attendees not bad for a cold snowy night. The food spread was magnificent thanks to Beverley Fleming and Maria's friends who brought things. There was \$59 in donations. The Burslems had around \$1200+ in sales

Started with 2.5 liters of white, 2.5 liters of red. 1 of red left over. not much left of the white. 6 waters, one left. No beers.

**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..

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

**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. In January

**PPP Fundraiser, August 31, 2019 :** Vote to hold fundraiser. Vision for income: Increase the functionality of the building by providing adequate storage for inventory and janitorial supplies. Increase heat flow to back hallway. Replace tiles in hallways with new modern materials. Make room 4 less of a storage room and more user/rental friendly. Complete the mural for hanging in room 1.

**Recent Community events: None**

**Community Event Requests: ACRA summer programming & H&G tour.**

Respectfully submitted,  
Toby Ridings