

BWVC Regular Meeting
7:30 PM at the BWVC
Monday, May 20, 2019

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

Proposed Agenda: Reviewed and approved.

Minutes: April minutes accepted.

Building Managers Report: *See attached building manager's report from Pam. Here is a brief recap of items discussed:*

- Fire Marshalls inspection was all good. Awaiting license. Next year, we need to be more timely with scheduling this inspection. It should take place in January.
- Pam also suggested compiling and posting testimonials from users of the building.
 - Website
 - Twitter
 - Have Larry evaluate the best platform to use.
- June 15th – all rooms are rented this day.
- Toilets don't have much pressure when flushed. Patrick has also brought up this issue.
 - Denis to call factory rep for the new toilets to get recommendations for maintenance.
- Solar panels – Pam to investigate a contractual maintenance agreement.
- Parking on the green – has not been an issue with building users to date.
- It was agreed by the committee to keep the 'ad hoc' meeting request option on the website. Pam will keep an eye out for these requests and ensure that the committee is made aware.
- Carts for the new chairs – new carts are needed for the new chairs. The committee approved the expenditure of up to \$750 for the purchase of new carts.
- Roof leaks – buckets were on the stage this week. Denis is to have someone address this week.
- A walk-through of the building needs to be scheduled with ACRA prior to the ACRA program commencement. Debbie will attend this walk through, as well.

Chairpersons Report: *Denis to provide report. Here is a brief recap of items discussed:*

- Storage project – 3 to 4 rolling wire storage carts are needed for stage storage.
 - Patrick should be involved in defining storage requirements.
 - These may or may not be needed. To readdress after June Coffee House.
 - The black cloth covering the stage storage needs to have a mechanism that can be used to hold the cloth back when accessing the storage spaces. Denis will provide and install.
- At the beginning of each meeting, Denis suggests that the Official Statement be read on meeting procedures – 'Delaware Open Meeting Laws'. It was also recommended that Denis add verbiage to solicit questions from visitors.
- Denis met with Linda Celestian regarding the interior mural. Some demolition at the chalkboard will be necessary to accommodate the new mural. Sizing or skim coating of the various surfaces will be necessary to create a smooth, uniform surface for the mural. Denis requested \$300 from the committee to undertake this effort.

- All committee members are encouraged to add procedural information onto as we continue to work through documentation of standard operating procedures. Access information can be obtained through Mary Young.

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

- Coffee House for May had low attendance – 62 people. \$194 total donations.
- Art Loop: no information as of yet.
- Yoga : no classes in June.
- PPP – 15 applications received; Pam has added all names from raffle to Mailchimp.
- 5-19-19 is the Arden House and Garden Tour. Reception following will be hosted at the Buzz.
- June – ACRA Summer Program begins. Teen meetings will be held on the 3rd Sunday of the month in Room 3. Terry Hanson is interested in holding these year round. It was suggested that the BWVC committee solicit volunteers from the group for some activities and youthful energy and ideas.
- Toby emphasized that at all community activities, the hat should be passed for funds collection. It was suggested that this be brought up at the next town meeting to re-educate the community and various event sponsors.

New Business:

- Maria stated that ACRA wishes to use the display case during ACRA. The committee approved this request.
- Maria would also like to recommend adding two more people to the BWVC committee to have a total of 7 members.

Motion to adjourn 9:00 PM.

Respectfully,

Mary Young, BWVC Secretary

Buzz Manager's Report May 20, 2019

Fire Marshall's report:

Waiting for the License to be sent. When I checked he said they email to me but haven't seen yet. He is checking into it. Got a slap on hands for next time that we need to be ready for renewal date next time.

Marketing: Turned down ad in Romeo & Juliet playbill due to timing. \$25.00 for business card ad.

Still dropping off Buzz cards in stores. Place ad next year in Brandywine School District Athletic Programs. Too late this year.

Want to do "testimonials" on either website or Twitter *~ on google*

New Series Contracts signed: Dominic Chan: First State ASHI

Pending - Clay Ridings-9.14.19
Melinda Wilgus-6.15.19 touring after written (5.14.19)

Community Meetings/Events

Art Loop Take Down 06.03.19

ACRA Teen Group-3rd Sundays 4:00p - 6:00p

Discussions: 1. ACRA Teen Group-Wants to meet with Committee at next meeting. Scheduled tentative 3rd Sundays from 4-6

2. Coffee House concerns: Would like fridge moved to room 1. Table where Randy sits to Room 1 by the window.

3. Did we finish discussion of having toilets replaced? Still problems

4. Deer Park Water ordered. Will now go online to set up delivery. Don't like phone calls.

5. Burns & White - Do we need a service agreement? Not looked at since 2012.

Solar reading: 5.11.19 - 26218

Operating issues- Toilets - see above

See attached BWVC Managers Monthly Report Form

Thank you
Pam Cohen

5/20/19

BWVC PROGRAM REPORT BETWEEN: 4/14/19 – 5/20/19

Friday Night Programming:

Coffee House- 5/11/19, featured act E.B. Hawkins group. They are an excellent band. Attendance was a little low perhaps due to a big concert at the Gild Hall. Peak attendance at 9:00 PM was 62 people, Concession stand \$21.00, Entry donations \$62.00, Food table \$48.00. Exclusive pass the hat for Buzz \$63.00 Total donations \$194.00

Art Loop Arden- Delaware Photographer Club. No information yet.

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.. Barb will not be available during the month of June. Susan Oates would be available to teach at 10:30am. I performed a survey to see if anyone would be interested in Yoga at later time thru the month of June. Only one person could commit to it. Barb also asked if we might want to cancel yoga for the summer.

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. Update attached.

Steam clean living room furniture. In January

PPP Fundraiser, August 31, 2019 : So far 15 applications have been received. Pam Cohen has completed entering the names from last years raffle to our mail-chimp account. I have attend 2 expos in Philadelphia and Rehoboth to seek out potential vendors and acquired several potentials.

Recent Community events: The Arden Bookies date for meetings?

ACRA teen meeting on Sundays.

Community Event Requests: ACRA summer programming begins on June 22 for set-up. H&G tour/reception was held on May 19th 4-6PM.

Respectfully submitted,
Toby Ridings

