

BWVC Regular Meeting
7:30 PM at the BWVC
Monday, November 17, 2019

Attendance: Pam Cohen, Toby Ridings, Debbi Sheiker, Mary Young.

Guests: Laura Wallace, Dave Claney

Proposed Agenda: Reviewed and approved.

Minutes: October minutes were provide to Mary by Toby and will be written up and distributed after the meeting.

Building Managers Report: *See Building Manager's report, as attached. Here is a brief recap of items discussed:*

- Pam would like to create a form for the committee chairs to complete to understand their preferences for meeting set-up, building availability, etc. From this information, she plans to create a binder of procedural steps.
- Patrick will be decorating for the holiday season. He estimates 16 to 20 hours. This was approved by the committee with a cap at 16 hours.
 - Clay Ridings is willing to source the lighting for the bamboo.
 - Pam has greens that can be used.
- The committee approved an extra \$55 for the cleaning of the upholstery and the floors in Room 3, which includes a linseed oil treatment. \$565 had been previously approved. The new total with the addition of the special floor treatment was unanimously approved at \$620.
- The electrical work needed came in with an estimate of \$1200. Pam will get a second estimate.

New Business:

Guest – Laura Wallace

- Laura requests that if the Buzz has an event at the same time as the Gild Hall, one parking resource is needed from the Buzz.

Chairpersons Report: *Denis was ill and unable to attend. The chairpersons report will be provided at a later date.*

Program Report: *See attached program report from Toby. Here is a brief recap of items discussed:*

- Toby proposed a new collection box – acrylic with a back plate that has an insert for an 8-1/2 x 11" paper to be slipped in for different descriptions. The cost is \$49.99 ea. The committee unanimously approved the purchase of two boxes.
- December Art on the Town
 - 14 vendors
 - Each BWVC committee member will donate a food item for the table
 - \$200 budget for food and wine (same as last year)
 - Set-up by committee members is requested at 1pm.
- Laughter Yoga – Thursday evenings. Toby requested that the committee extend their use of the Buzz for three more months. The committee unanimously approved.

Old Business

- Storage
 - The large peace sign will not fit into the storage space with the proposed configuration. There are many large items (tents, etc.) that must fit into the space.
 - The chairs also need a place. An inventory will be taken to determine how many chairs must be stored.
 - As had been previously proposed, the tables can be stacked below with shelving above.
 - We also must consider the cost of eliminating the floor heat pipes, as is in the current proposed plan.
 - The possibility of another shed was also mentioned.
- Flooring
 - Mary provided an update on the Marmoleum flooring. A flooring expert indicated to her that he felt it was not the right material to be used in this application. Mary will conduct a walk-through with a flooring expert to get recommendations on the correct materials to be used to replace the existing deteriorating floor.

Motion to adjourn at 9:45 PM was approved.

Respectfully,

Mary Young, BWVC Secretary

Buzz Manager's Report November 18, 2019

Apologize to the Committee for my faux pas with my email to all. I now understand the rules and will make sure they are followed. I would also like to thank the committee for all the help you have provided throughout my first year. There have been a few hickups but truly would not have been able to do the job without your assistance. Thank you again.

Met with Alan from Jester Art Space yesterday to go over future classes and payments. They are paid up for the next 3 events. Will meet with ASHI and NORML this week.

Still working on binder for set ups and preferences for community events. Hopefully will have that together by next meeting.

David and Jeremy are working one week on and one week off. When asked both if it's working for them, they said ok. Was originally their decision.

Spoke to Patrick about decorating for the Holiday Season. He is willing and if the committee agrees, he will use as much past items as possible. He will however, have to purchase some new items. I thought up to about \$100 or less. He can buy most at the hardware store so it's not out of his pocket. He thinks he would need 12-14 hours of time to make this happen. It would really benefit the Buzz with not only tours coming in but for the website. If agreed to this, I will ask Toby if she can take some pictures. I would like to keep up until late January as we have many events in January.

Spoke with Bill Theis after the last meeting and explained again that we can not give any further discounts. He totally understood and would let his son know.

Toby and I will discuss with committee regarding the cleaning of furniture, wood flooring and detailed cleaning. Attached to report is the cost of Markotos Professional cleaning. After professional cleaning is done we can then discuss the donated rug. Denis has an idea for a way of hanging but will have to be cleaned first. This can wait until the next Buzz meeting.

Community Events in question:

NORML has scheduled their Christmas Party for December 17 5:00p-11:00p.

Ardensingers scheduled a rehearsal for December 1, 2-4:30 due to Gild's Holiday Show.

Operating Issues:

Estimate for electrician for the extra outlets needed for the internet upgrade is approximately \$300 per outlet including the one for the outside front. The one in room 3 will be billed at \$75 per hour plus time and travel. I personally feel that it's a little high. I will speak with Jeremy who has a friend who is a licensed electrician.

The furnace is working fine now. Thanks to Denis and Clay for the immediate phone call to get someone in there. I will schedule the Buzz to be on a yearly "service agreement" for Spring. The tech said no need for now since he already did what would have been done.

I will schedule the inspection for our yearly license in December to avoid the delay this year. Due in January 2020.

I have scheduled for this week or early next week for a HVAC guy to come and give an estimate for the a/c units to be cleaned. Will get another estimate hopefully from Denis and Clay's friend to be able to compare.

Alarm system is working fine. No more alarms going off.

Jeremy changed the outside light that was out on the main path. He also reset the timer for the outside lights for the time change.

No problems now with the main door lock.

Need to look at fridge from Larry Walker. Will try to get to there tomorrow and will have an update for all. I want to make sure that it's not one that David Scott had Larry pick up. His was leaking water.

Heater is working and has been serviced for the season. Will set up a service contract with the same company for spring.

Solar Reading: 32978 11.12.2019

Marketing:

4-5 inquiries from telephone this month. All others from website. Refilled Booth's Corner and Brew Ha Ha with Buzz Rental flyers and also for Holiday Art Loop.

Thank you for the opportunity to present this report.

Regards
Pam Cohen

11/18/19

BWVC PROGRAM REPORT BETWEEN: 10/21/19 – 11/18/19

Friday Night Programming:

Coffee House- 11/9/19 Opening act The Complainers.. Attendance - Full house of over 75 people. A lively CH with many performers signed up. The front donation table was unmanned when we arrived. The 2 donation boxes were at the front table and Randy's soda/water table. Donations \$330.00. The food table was filled with many donations. So many that there was surplus at the end of the evening.

Art Loop Arden- Nov.1, 2019, Laura E. Peters. Donations \$56.00, 54 attending.

I don't think there were any sales.

Start:

8 beers - 5 left

2.5 large red - 1 left

1.5 large white - 1 left

8 waters - 1 left

Pam and I met with Bernedette in preparation for the upcoming December art loop group show. There are currently 14 vendors signed up. She is asking each committee member to donate a food item for the buffet table. This is our tradition. She will also need a budget of \$ to purchase wine/beer and other food items. Patrick has approached Pam to decorate the building for the holiday show. Elisabeth designed a flyer to advertise online and in various venues. The committee hosts this event for the village opening our doors for all to enjoy art, music and the start of the holiday season.

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 is waning. Barb asked if 9 or 9:30 would be a better start time.

Arden Bookies- Community book club. First Monday.

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

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

Respectfully submitted,

Toby Ridings

