

**BWVC Regular Meeting Minutes**  
**5:00 PM, Monday, March 21, 2022**

**Attendance:** Maria Burslem, Pam Cohen, Betty O'Regan, Shari Phalen, Toby Ridings, Ken Rosenberg, Debbi Sheiker, Mary Young.

**Proposed Agenda:** Reviewed and approved.

**Minutes:** 2/21/22 Regular Meeting Minutes were approved.

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

- ❖ Coffee House
  - \$270 in donations
- ❖ ACRA
  - ACRA Directory Ad has been updated and submitted for publication
- ❖ Roof Repair
  - The two holes recently identified have been repaired.
    - This repair will be monitored and if successful, we'll proceed with the new stage dropped ceiling installation.
- ❖ BWVC Guidebook (aka Red Binder)
  - Ken set up a new link/location for this documentation in Google Docs.
    - He will provide information/training on access and usage.

**Chairperson's Report:** *See Chairperson's Report for additional information.*

- ❖ New Castle County is providing free Library Cupboards to be used for community book exchange.
  - Betty has procured one to be installed at the BWVC.
  - It could also be used for a seed exchange program.
  - She will investigate costs to paint and install.
    - Volunteers could be used for this project.
  - Location: The location will need to be coordinated and approved by Civic Committee.
- ❖ AED Defibrillator
  - Training is needed for this equipment.
    - Pam will coordinate/schedule.
  - Installation location should be by the entrance or near the phone.
- ❖ Overflow Parking
  - The committee needs to examine current policies and revise, as needed.
- ❖ Move and Be Well
  - This introductory series has gone well.
  - Facilitator would like to renew but cannot go much above the introductory rate of \$30/session.
  - The committee approved the following:
    - Off-peak, no support series rental at \$40/session.
      - No janitorial support for this rate.

- ❖ Potential Community Events:
  - New Castle County Bookclub
    - Betty introduced the idea of combining this with the Arden Bookies Book Club.
    - The committee did not see any potential synergies in supporting this combination.
  - Evening with an Author
    - Betty suggested creating an event similar to Art on the Town featuring local area authors.
      - The format would follow that of Art on the Town
        - Author could introduce their work and read an excerpt with Q&A.
        - 10% of proceeds from book sales would go to the BWVC.

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

- ❖ Joey Finocchiaro will be offered a building maintenance position for the 90 day trial term.
  - This position would serve to provide additional support to Jeremy.
- ❖ Room 3
  - Chieffo has completed the lighting repair.
  - Linseed Oil floor application will be completed on 4/14/22 by Fabricare.
- ❖ Building Security
  - A new lock cylinder will be installed at the front door on 3/22/22.
    - 12 new keys have been ordered.
    - A form for key assignments will be created and utilized.
- ❖ Rentals
  - The number of actual hours provided for a 4 hour rental block was discussed.
    - The issue of whether additional time for set-up and clean-up can be provided to renters free of charge was discussed.
    - The committee agreed that the building manager has discretion to approve extra time for set-up and clean-up on a case- by-case basis.
- ❖ WIFI
  - The BWVC system has been upgraded.
    - Pam will contact the Town Chair for information on the new procedures for WIFI updates.

### **New Business:**

- ❖ Betty has recommended reinstating regular monthly building manager staff meetings.
  - These will be scheduled on an ongoing basis.
    - Meetings to include the building manager, co-chairs and other committee members, as appropriate/warranted.
- ❖ Revisitation of the 'Friends of the Buzz' List
  - Toby has an initial list that was previously collected.
  - An announcement will be published in The Page.
  - An Appreciation Event was discussed.

## Old Business:

- ❖ Room 1 TV Mounting
  - Mary to review previous committee decision on the mounting location/system approved.
- ❖ WSS Update
  - Wilmington Sudbury School would like to renew their lease for another year.
    - The new lease would be signed in January 2023.
    - WSS has requested the use of the cupboards in Room 2 for storage.
    - WSS would also like the use of Room 2 for flex space in lieu of Room 3.
    - They have also asked if furniture and other items could be stored at the BWVC over the summer.
      - The 2<sup>nd</sup> shed behind the BWVC belongs to the Buzz, but is being used by ACRA.
        - It was suggested that ACRA be asked to empty this storage facility.
      - The BWVC committee has also been considering another new shed/lean-to for chair storage.
        - If another shed (similar to existing) is installed for chair storage, this could also possibly be used by WSS for storage.
    - Proximity of registered sex offenders remains an open item. The town's legal representative continues to investigate this matter.
    - Additional trash cans at the playground area are needed.
      - Betty will inquire with Civic Committee.
- ❖ Gardeners Guild Bubbler
  - The Gardeners Guild would like to donate a bubbler to be installed on the grounds near the BWVC in order to pursue a Wildlife Refuge designation.
    - They will pay for the materials and installation.
    - The committee approved this idea.
    - Civic Committee will also be consulted for approval.
- ❖ BWVC Website
  - Donation Option
    - Ken has investigated and Paypal or Venmo could easily be incorporated into the website.
    - The committee indicated that the Town Treasurer needs to be involved in the distribution channel(s) for these donations.
  - Testimonials
    - This option has also been activated by Ken.
      - Ken will input the ones collected thus far.
    - Betty will mention this capability at the Town Meeting.
  - Ken will also update the website to more prominently feature all classes and community events
- ❖ PPP
  - One vendor did not receive a refund after opting out of the 2021 Fair due to the COVID 19 policies.
    - The committee will investigate.

Motion to adjourn at 7:08 PM was approved.

Respectfully submitted,  
Mary Young  
BWVC Secretary

3/21/22

## **BWVC Program Report between: 2/21/21 - 3/21/22**

### **Friday Night Programing:**

**Art Loop:** 3/4/22 For Nathan Smith's show we had 33 attendees, ~ \$97 in donations (may want to double-check the envelope I deposited in the business office there); half a bottle of white and red wine used. Nathan had \$310 in sales so far.

**Coffee House: 2nd Friday of the Month:** 3/11/22 Sharon Bouquet, There were 40 guests at peak time 9 PM. Lower attendance may have been due to the Los Lobos concert at the Gild. Donations \$270.00. Coffee/soda/water \$18.00

### **Weekly Programing:**

**Monday Night Art Studio - 7-9 PM** Jean Orr, sponsor

**Arden Bookies - 2nd Monday of the month,** Gerry Konselman contact. Geri was informed of the Governor's Covid Policy that is our policy for community events.

**Tai Chi with Jill Emory - Mon,Wed,Sat 9AM,** Jill Emory sponsor and instructor.

**ACRA:** June25-July30

### **Community Event Requests: None**

**Roof Leak:** The roof contractor checked out the roof found and repaired two holes. He thinks they were the cause of the leaks. New ceiling tiles scheduled for install first week of April.

**BWVC GuideBook** - Ken moved Guide book binder to Google docs drop box.

Respectfully submitted,  
Toby Ridings



BWVC Chair Report

March 12, 2022

### **FREE LITTLE LIBRARY DONATION**

Friend of Arden, Gerry Konzelman, arranged the donation of a free little library box and post from NCC Public Libraries. It needs to be painted, assembled, and mounted. Do we want to solicit a volunteer(s) to do this or ask Jeremy or Ty? Should it be simply or artistically decorated? Following up on a request last year to house a seed exchange at the Buzz, this could serve as both a book and seed exchange!

### **MONTHLY STAFF MEETINGS RESUME**

As we regroup after COVID and the rental business is now picking up (thank you, Pam) the chair plus one other committee member, Toby volunteered, will meet for (20 minutes? before each regular meeting.

### **VERIZON FIOS LINE IS FIXED!**

Buzz Managers Report, March 21,2022

**Community Events:** Governance Task Force meetings scheduled for 3.21, 3.22, 3.24, 3.31.  
Arden Singers rehearsals (3) 3.6, 3.15, 4.3  
Registration Committee counting. 3.30.22  
Bookies coming back in person 3.14.22  
Brainstorming artist and makers (2) 3.13 and 4.10  
Forest Committee – Ivy Festival

**Rentals:** Several new inquiries. See attached spreadsheet. Susan Oates signed up again for 3.19-4.23. 9:00a to 12:00p. Paid for classes.  
Attached are two emails -Joan's and Lynn Ryan. Would like to discuss please.

**Operating:** Liz Ryan is still interested. She had some medical issues with family and was out of town. Dropped off application.  
Ty is doing ok. Cleaning only.  
Waiting to hear from Joe Chieffo regarding the ceiling lights in room 3. Bulletin board lights are on again. He looked at those while here.  
Dave from Fabric care is doing room 3 with the linseed oil treatment on 4.14. Not using room until Saturday. Cost is \$300. Will get payment request form ready.  
Thanks, Betty, for helping with Larry Walker. I now have a letter from Larry and will go to Allied Lock on Friday, 3.18

**Marketing-**Touring Holy Rosary new event venue on Thursday, 3.17. Also scheduling Lodge on Foulk Road. Will let you know results if I get to see before meeting.

**Discussion:** Applicants for position. Liz and Joey.  
New flowers for spring out front  
Hours of rentals. 1 hour before and after.  
Thanks, one more time to Ken Rosenberg. Had a problem with computer and he helped me figure it out. I suggested that I can't be the only elder person that would like to have a lesson or two to answer questions about the computer. He said he may consider it when his personal life allows him to be in public. I'll be the first to sign up!  
Jeff Politis and David Jones worked on the Wi-Fi system. All good now. If someone could ask Jeff to write basics of how to restart router, and other instructions in case Wi-Fi goes out again. It would be good to have a copy near router and in the manual.

**Solar Reading:** 55478 3.11.21

Thank you for allowing me to present this report.  
Respectfully,  
Pam Cohen