

BWVC Regular Meeting Minutes  
5:00 PM, Monday, October 17, 2022

Attendance: Rachel Brown, Maria Burslem, Pam Cohen, Bernadette Donahue, Betty O'Regan, Toby Ridings, Jeremy Sheiker, Susan Stith, Shari Phalan

Proposed Agenda: Reviewed and approved.  
Minutes: 9/19/22 Regular Meeting Minutes were approved.

Art Loop Report: Bernadette Donahue

- "Out & About" magazine is now featuring our venue.
- November Art Loop: Nina Silverman-Weeks.
- December Art Loop: Arden Artist Collective
  - Each artist will provide one small pieces of work to be displayed in Room 3 and sold with a 10% commission to BWVC
  - 12 tables have been reserved at \$30; a few more are available

Building Manager's Report: See Building Manager's Report (attached) for information presented. Major upcoming events:

- Over 80's Reception on November 13
- Transportation in the Ardens Meeting on October 25

Operation Manager's Report: See Operations Manager's Report (attached) for information presented. Following is additional information discussed:

- Approved Telebration group event if an available date can be found. Sponsor could be someone from Library Gild
- Marital Arts School is interested in offering a karate series. Our approval given if there isn't a problem with storage of mats. Pam will follow up.
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Rachel provided the following updates:

- Building staffing issues were discussed.
- Rachel is following up on problems with AC and security alarm.
- Twinkle lights need to be put on a separate switch.
- A few outlets need to be replaced.
- Office closet needs to be reorganized and file cabinets gone through.
- WSS: Will use our cleaning supplies; can use our long tables.

Jeremy: Cellular Communication Upgrade

- Needed to meet insurance requirements
- Two options: connect security system to phone or to internet.
- Rachel will talk to Arden Town chair about using ARPA funds. Other option is our renovation money.

Program Manager's Report: See Program Report for information presented (attached).

- September Coffee House very successful. Ended on time
- Approved Telebration group event if an available date can be found. Date requested is not available. It was suggested that sponsor could be someone from Library Gild.

Chairperson's Report:

- Mary Young is no longer able to be secretary.
- Shari Phalan has agreed to take over secretarial duties.

New Business:

- Shari Phalan will coordinate a thank you event for PPP volunteers planned for November 4 from 5:00 - 7:00 to overlap one hour with Art Loop. The committee will provide refreshments.
  
- After much discussion we agreed to ask the newly formed Arden Artist Collective to pay a rental fee when they meet here. We were happy to donate the space during the past year as they were clarifying their identity and purpose.
  
- Ideas surfaced for celebrating the Coffee House's 25th anniversary year. Perhaps bringing back some popular talent from years ago. Frank and Elyse Vincent will be invited to come to the next meeting
  
- We declined donation of a used sofa.

Motion to adjourn at 7:25 PM was approved.

Respectfully submitted,  
Susan Stith