

Burlington City Arts Board Meeting Notes
Lorraine B Good Room, BCA Center
March 17, 2015
3:00pm – 5:00pm

Board members in attendance: Beth Montuori Rowles, Lee Bouyea, Sandy Berbeco, Billi Gosh, Michael Metz (phone), Barbara Perry, Sanjay Sharma, Rachel Kahn-Fogel , Bill Post

Board members missing: Phillip Bosen, Dana vander Heyden , Pascal Spengemann, John Gonter, Dan Harvey, Leslie Black Sullivan, Sherrill Musty

Staff in attendance: Doreen Kraft, Sara Katz, Gretchen Farrar

Guests: Jim Lockridge, Charles Norris-Brown

Call to Order 3:11PM

1. Agenda Approval

- a. Moved to approve agenda by Sandy Berbeco, Bill Post seconded.
- b. Roll call as follows:

Sandy: aye; Lee: aye; Bill: aye; Sanjay: aye; Michael: aye; Barbara: aye; Billi: aye; Rachel: aye; Beth: aye

2. Approval of Minutes for March 4th and January 20th

- a. Move to approve both minutes by Bill Post, Billi seconded
- b. Roll call as follows:

Sandy: aye; Lee: aye; Bill: aye; Sanjay: aye; Michael: aye; Barbara: aye; Billi: aye; Rachel: aye; Beth: aye

3. Honorary and Emeritus Board Member Definition clarification for By-Laws discussion

- a. Examples of Emeritus include people who are not asked to attend all meetings and do not have voting rights
- b. Honorary members have served their three-year terms and may be extended for one year terms, with full voting rights, upon the majority vote of the Board of Directors at the Annual meeting.**
- c. Changes including each board member's status will be listed with a vote on changes to the By-laws at the May meeting

4. Public Forum

- a. Charles Norris-Brown had some suggestions for the public forum portion of Board Meetings
 - i. Use them to get feedback from the public, provide specific questions for response
 - ii. Consider a structure that allows public to speak after agenda item if relevant to the item

5. Financial Update

- a. Expenses are tracking on schedule
- b. Registrations are expected to come in lower than budget due to an accounting change reflecting that the Generator now manages its own classes
- c. Grants are helping income greatly this year. Just received second two year grant from Bay and Paul Foundations for education programs.
- d. Side Note: Burlington High School is losing position for art after Maggie Conant retires. Several board members expressed interest in writing a letter in support of keeping the position and in thanks for all Maggie accomplished. Barbara would like to look into this and we need a volunteer to take on the charge of writing.
- e. The Fundraising target is \$64,000 to meet budget by June 30. The Art Auction on May 30 will contribute to this as well as continued fundraising efforts.

6. Nominating Packet Presentation and Discussion

- a. Barbara noted that the suggestions for the application were developed by the executive committee because they were in closest contact with the City Attorney on this paperwork.
- b. One of the goals of this new application is to broaden the reach of recruitment.

- c. Timeline: board should read through packet and get suggestions for clarifications and language changes back to Sara by March 23 before the packet goes to the City Attorney for review, and then a final packet will be voted on in our May meeting.

7. Director's Report

- a. Art Sales are doing well, staff provided updates on UVM MC projects, one the biggest art collectors in Vermont.
- b. City Hall Park update: the project is currently in a private fundraising stage. Components may happen in phases depending on available funding. Future conversations about how BCA's building entrance may take advantage of any changes to the park will take place with the Board when pertinent.
- c. Look at [John Killacky's piece on VPR](#) about capping charitable contributions. Combined advocacy effort with other non-profits is necessary. Michael will reach out to Vermont Community Foundation right away. Sandy suggests letter writing/calls to representatives.
- d. Doreen and Sara met with SEABA to discuss future collaborations, PlanBTV, Art Hop Etc. [Here is a link to the fundraiser.](#) It has a goal of \$14,000. Any gifts you can contribute or develop would be great.

8. Mission Statement Update

- a. Doreen emphasized that this is not a change to the mission as much as a "freshening up" for the contemporary audience.
- b. Existing Mission and Proposed Change as follows:

EXISTING

THE MISSION OF BURLINGTON CITY ARTS IS TO SUSTAIN AND ENHANCE THE ARTISTIC LIFE OF THE GREATER BURLINGTON AREA.

Burlington City Arts implements its mission by:

- Offering arts in education opportunities through programming, residence, and outreach;
- Serving as the City's cultural planner by making the arts integral to the area's economic and educational development and its urban design;
- Fostering partnerships among the arts, education, human service and business communities;
- Recognizing and meeting our area's cultural needs through quality arts programming that benefits all members of the community;
- Supporting Vermont artists and the region's burgeoning talent.

PROPOSED

BCA's mission is to nurture a dynamic environment through the arts that makes quality experiences accessible to a wide audience. We do this by:

- supporting and promoting Vermont artists and advancing the creation of new work
- offering a wide spectrum of arts education and engagement opportunities
- presenting exhibitions and events that encourage critical dialogue and participation
- serving as the City of Burlington's cultural planner by making the arts integral to the area's economic and educational development and urban design

9. Generator Update

- a. Lars Hasselblad Torres presented on Generator.
- b. Generator Birthday event is on March 28 at 4pm.

10. Other Business

- a. Beth told a story about traveling through VT and was impressed with BCA marketing placement in rest areas, which she encourages all organizations to take advantage of.

Burlington City Arts Board Meeting Notes
Lorraine B. Good Room, BCA Center
May 19, 2015
3:00pm - 5:00pm

Board members in attendance: Beth Montuori Rowles, John Gonter, Sandy Berbeco, Rachel Kahn-Fogel, Dan Harvey, Michael Metz, Sherrill Musty, Bill Post, Leslie Black Sullivan, Dana vanderHeyden, Lori Rowe, Lee Bouyea, Barbara Perry

Board members missing: Phillip Bosen, Billi Gosh, Sanjay Sharma, Pascal Spengemann

Staff in attendance: Doreen Kraft, Sara Katz, Gretchen Farrar

Guests: Jim Lockridge

Call to order 3:11PM

1. Agenda Approval:

- a. Moved to approve agenda by Sandy Berbeco, Michael Metz seconded.
- b. All in favor.

2. Approval of Minutes for March 17, 2015:

- a. Lorie Rowe's name was omitted from "board members missing." Moved to accept the March minutes including the appropriate changes Sandy Berbeco, Bill Post seconded
- b. All in favor
- c. Marketing to make changes to each board member's honorary/regular/emeritus status on BCA website.

3. Financial report FY15

- a. FY 15 has been a strong earned revenue and grant year. We are currently projecting needing to raise \$20,000 more before the end of the fiscal year and are focusing on collecting pledges and outstanding revenues as quickly as possible.

4. FY 16 Draft Budget Presentation

- a. Doreen presented an overview of the FY16 budget. FY 16 will not vary significantly from FY 15. It will be a heavy planning year, and more significant changes will take place in FY 17 and beyond based on our listening campaign and potential changes to Memorial Auditorium.
- b. The FY 16 budget includes a few staff reclassifications and the classification of two vital positions.
- c. BCA is schedule to present to the Board of Finance on May 27.

5. Membership and Development Update

- a. Gretchen Farrar announced her resignation from BCA at the end of the month
- b. Gretchen Farrar introduced Allison Prestridge, BCA's new AmeriCorps Membership & Outreach Assistant
 - i. She has assisted a 3 week Phone-a-thon that has raised \$3,320 thus far
- c. A members only event is to be scheduled for next June or July for membership appreciation. We currently have 411 members.
- d. Great increases this year; some gifts have gone from \$10,000 to \$15,000 which is a vote of confidence in BCA.

6. Mission Statement language update

- a. A spirited discussion on the mission statement and the role of cultural planning in our mission took place. The ways that we achieve our mission have been part of our statement since we became incorporated; this exercise is intended to be an updating of language, not a change in mission.
- b. A motion was made to approve the mission statement as presented. The mission update was voted and approved as follows:

7. Discussion and approval of Board Application

- a. Barbara Perry moved to take out “ward” portion of application, Sherrill Musty Seconded
- b. All in favor
- c. Moved to approve Board Application as amended by Dan Harvey, seconded by Lorie Rowe
- d. All in favor

8. Community Arts Fund

- a. The Mayor asked BCA to develop a page white paper on how a City of Burlington Community Arts Fund would be implemented if included in the next fiscal year. Some funds are available to jumpstart this through regional programs, but we would propose fundraising an additional \$14,500 to pilot the program with \$50,000 in year one.
- b. The Mayor hopes to have the board’s confidence in the project and fundraising support if it moves forward. John Gonter felt he would be able to fundraise \$5,000 immediately.
- c. There was motion to approve this new project by Dana vanderHeyden, Lori Rowe seconded
- d. Beth moved to vote
 - i. In favor: Beth Montuori Rowles, John Gonter, Rachel Kahn-Fogel, Dan Harvey, Bill Post, Leslie Black Sullivan, Dana vanderHeyden, Lori Rowe, Lee Bouyea, Barbara Perry
 - ii. Abstained until white paper is reviewed: Sherrill Musty, Sandy Berbeco, Michael Metz

9. Executive Session

- a. Lori Rowe moved to enter executive session to discuss the review of executive director, Bill Post seconded
- b. All in favor. The board entered executive session.
- c. Lori Rowe moved to exit executive session, Dan Harvey seconded.
- d. All in favor
- e. Dan Harvey moved to inform the mayor that the board had read their letter of reappointment; Lori Rowe seconded
- f. All in favor
- g. Lori Rowe moved to advise reappointment of Doreen Kraft as Executive Director, Sherrill Musty seconded
- h. All in favor.

10. Meeting Adjourned at 5:15PM