

BCA Executive Committee Minutes

Thursday, January 9, 2:30 pm

Held via Zoom

Executive Committee Members: Lori Rowe, Billi Gosh, Lisa Lillibridge (absent), Laura McDonough, Sarah Rogers, Patrick Shank (absent)

BCA Staff present: Doreen Kraft, Sara Katz, Elena Rosen

1. The meeting was called to order 2:35 pm. Billi Gosh made a motion to approve the previous meeting's minutes, Laura McDonough seconded, and all were in favor.

2. No members of the public were present at the public forum

3. There was a discussion about the agenda for the January meeting and the committee created the agenda items:

- Public Art Committee Update
- Development Committee Report
- Financial Update
- BCA Studios Construction Update
- Director's Report
- Program Committee Structure
- Service Inventory Discussion

The committee decided that Elena would send a packet the week before the meeting with the service inventory so Board members have some time with it along with a link to DPW information about downtown street closures.

4. Billi Gosh shared a development overview. Board giving is going well. We've already exceeded our goals in that category and the majority of Board members having already made their annual gift. The annual appeal is also performing well and we've met our fundraising goal for that campaign. We need to make up ground in the special event category and we'll be discussing a spring fundraiser at our development committee next week.

5. Sara Katz shared a financial update. Finances are currently reconciled through the end of November and we plan to have December numbers to present by the Board meeting on 1/21. We've had some unexpected savings this year within events and because of vacant positions. We'll need to use some of those savings to even out revenue losses from where we overbudgeted on increased class and art sales and leasing prices as directed by the City's fee study. We'll also have to apply some of those savings to

close the gap on our fundraising goals. The committee discussed how we're communicating the impact of the fee study with the city.

6. Doreen Kraft shared that construction is progressing at 405 Pine Street. The team is currently building the mezzanine behind the Community Room that will have additional storage space.

7. Doreen talked about what she'll include in her Director's report for the Board meeting. We've had some recent staffing changes with Abra Clawson, our Events Manager, and Kiersten Williams, our Adult Programs Coordinator both putting in their notice. While it's painful to lose positions during this time, the turnover also gives us the ability to think creatively about how these roles fit into the larger team and make changes to job descriptions.

Doreen talked about the Program Committee and how we might structure through the end of this fiscal year. The committee discussed having the program committee built into regular Board meetings. Sara suggested we share the service inventory she's currently working on for the City. This is a comprehensive inventory of all programs and services BCA provides and will be used by the City to guide budgetary suggestions. Doreen said she thought getting the Board's perspective would be helpful in the next level of review.

Lori Rowe also shared that she and Doug are moving to Texas next month. They remain devoted to BCA and plan to be here in person for some Board meetings and attend others remotely.

8. At 3:21 pm Billi made a motion to adjourn, Sarah Rogers seconded, and all were in favor.

BCA's mission is to nurture a dynamic environment through the arts that makes quality experiences accessible regardless of economic, social or physical constraints. 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 place Burlington in a global context, promote critical dialogue and encourage local participation

Serving as the City of Burlington's cultural planner by making the arts integral to the area's economic and civic development, urban design, and livability.