BCA Foundation Development Committee Meeting Minutes
June 23 2026, Via Zoom

Members in attendance: Sarah Rogers (Board Chair), Lori Rowe, Deb Wilkinson, Dana vanderHeyden, Lisa Lillibridge, Billi Gosh, Michelle Buswell, Parker Silver, Kristina Pentek, David Zacharis, Kelly Butts-Spirito, Barbara Perry, Ryan Black-Deegan, Hannah Lebel, Laura McDonough, Livia DeMarchis

Absent: Robin Pierce, Bryan Parmelee, Rachel Kahn-Fogel, Ryan Moritz

BCA Staff present: Doreen Kraft, Sara Katz, Meara McGinnis, Rachel Zellem, Melissa Steady

Sarah Rogers called the meeting to order at 3:01pm

1. Approved agenda and September meeting minutes
    a. Motion made by Lori Rowe & seconded by Billi Gosh

2. Public Forum
    a. No members of the public were present

3. Recent Wins
    a. Art for the Heart Funding: Executive Director Doreen Kraft reported that BCA secured a $50,000 commitment from a UVM Medical Center donor for the Art for the Heart program for the upcoming year. Dr. Leffler personally championed this decision despite competing institutional needs.
    b. “Illuminate Burlington”: Name TBD. Doreen Kraft announced that a downtown Burlington developer has agreed to host a cocktail party fundraiser for Illuminate Burlington, with the developer expected to kick off the event with a $25,000 donation. The event is tentatively scheduled for July 7th or 8th
    c. City Council Budget Restoration: Sara reported that $100,000 was included in BCA's budget in the final city council approved budget designated for events programming. This restoration was included in the budget documents rather than highlighted in the resolution as a deliberate political strategy to avoid scrutiny given the city's financial challenges.

4. Vote on FY27 Proposed Budget
    a. The board formally considered the FY27 budget, which had been discussed extensively at the previous meeting. Sara noted that the vote was the primary purpose of this agenda item.
    b. Motion: A motion was made by Billi Gosh to approve the FY27 budget as presented.
    c. Second: The motion was seconded by Michelle Buswell,
    d. Chair Rogers opened the floor for discussion. Meara McGinniss thanked Sara Katz and Doreen Kraft for their months of hard work on the budget process.
    e. Vote: Chair Rogers called for any opposition. Hearing none, the FY27 budget was unanimously approved.
5. Development Plan
    a. Sara Katz presented a high-level overview of the FY27 fundraising plan with a total goal of $1.2 million in contributed revenue. The plan is built around three strategic pillars: Expand the Circle of Support, Deepen Relationships, and

Demonstrate Impact. Board member engagement is critical to the plan’s success; board members are asked to support goals through personal giving, attendance at fundraising events, stewardship activities, and three ambassador actions such as introducing prospective donors or hosting gatherings. Success will be measured through both financial metrics (donations, sponsorships, grants) and relationship metrics (donor retention, new donors, major donor meetings).

6. Committee Structure
    a. A discussion followed about the Development Committee's transition to the foundation and how committee and board members may make meaningful contributions to the fundraising plan. Doreen envisions a model where board members self-manage their ambassador activities, with the development team tracking efforts through moves management and following up internally. Doreen further expressed enthusiasm for the upcoming fall board training, describing it as an opportunity to build confidence, sharpen skills, and create a sense of shared community among board members.
    b. Sarah Rogers provided an update on the current state of BCA's board committee structure and plans for the fall.
        i. The Education Committee is functioning well
        ii. The Exhibition Committee is no longer in effect due to the absence of a curator
        iii. The Executive Committee's onboarding and role-definition work was derailed by staff departures (Joyce and Heather) and budget constraints
        iv. Sarah announced plans to spend time over the summer meeting with Sara and Doreen to design a committee structure that will be most beneficial going forward, aligned with the foundation board work being done by Michael. A revised framework will be presented at the September board meeting.
7. Other business
    a. Deb Wilkinson shared an update about Art from the Heart, and her efforts to make the program more visible using buttons for volunteers
    b. Lori Rowe shared that the Education Committee has spearheaded an initiative for board members to purchase expendable art supplies for the Studios. Lori developed a wish list with BCA’s education team and shared it with the board. Items may be delivered to or dropped off at 405 Pine St. Meara reminded board members to notify here when they make these in-kind purchases, as they can be recorded as tax-deductible donations and she will issue acknowledgment letters.

8. Adjourn
    a. Parker Silver moved to adjourn and Kelly Butts-Spirito seconded.
    b. Adjourned at 4:06pm