

**Burlington City Arts Board Meeting Minutes**  
**Lorraine B. Good Room, BCA Center**  
**Tuesday, January 17, 2017**  
**3-5 pm**

**Board members in attendance:** John Gonter, Milton Rosa-Ortiz, Lori Rowe, Rachel Kahn-Fogel, Phillip Bosen, Margaret Coleman, Leslie Black Sullivan, Bryan Parmelee, Lee Bouyea, Lisa Lillibridge, Dana vanderHeyden, Michael Metz, Barbara Perry, Billi Gosh

**Board members missing:** Beth Montuori Rowles, A.J. LaRosa, Bill Post, Jane Wolforth

**Staff:** Doreen Kraft, Sara Katz, Alexandria Allen

**Call to order 3:05 pm**

**1. Consent Agenda**

- a. Approve Agenda
  - i. Agenda was approved unanimously.
- b. Approve Minutes of November 15, 2016 meeting
  - i. Minutes were approved unanimously.

**2. Public Forum**

- a. None

**3. 405 update and schedule**

- a. Construction began today, January 17, 2017. It is scheduled to be completed by mid-May 2017 and ready for summer camps beginning third week of June. Board Members expressed interest in having an open house event in June.

**4. FY 17 Financial update**

- a. Sara Katz reviewed the YTD (year to date) transactions and our YTD budget.
  - i. Art sales are down because BCA is not currently involved in major projects with the UVM Medical Center, a client since 2003; fees for services will be coming in under budget; membership donations are low but the board members and staff wish to explore new advertisement possibilities to increase that number.

**5. Development Committee update**

- a. Billi Gosh discussed the Development Committee latest meeting on January 9: reviewed outstanding board pledges and the collection status of board member participation in annual giving; and the annual art auction is on February 4 and board members are invited to attend the event.

**6. Nomination discussion**

- a. Lori Rowe led a discussion on the Executive Committee absorbing the responsibilities of the Nomination Committee. All nominations and interviews will remain open to the board. BCA has received a few applications and will be conducting interviews in April.

**7. Committee assignments**

- a. Doreen Kraft and Lori Rowe discussed the BCA Foundation absorbing the responsibilities of the Futures and Facilities Committee to become the Feasibility of 405 Committee.

**8. BCA Foundation Board member recruitment update**

- a. Michael Metz discussed that Deb Caulo has joined the BCA Foundation Board and that the foundation is still looking to add members.

**9. Director's Report**

- a. Doreen Kraft led a discussion on the capital campaign and the move from Memorial Auditorium to 405 Pine Street and how that has been the focus for BCA.

**10. Other business**

- a. BCA will be conducting second interviews for senior designer position this week.
- b. New exhibitions opening this Friday, January 20.

**11. Meeting adjourned at 4:48 pm**