

Burlington City Arts Board Meeting Minutes
2nd Floor, BCA Center
Tuesday, March 20, 2018
3-5 pm

Attendance: Lisa Lillibridge, John Gonter, Bryan Parmelee, Laura McDonough, Orieta Glozheni, Margaret Coleman, Billi Gosh, Michael Metz, Rachel Kahn-Fogel, Leslie Sullivan, Beth Montuori Rowles, Barbara Perry, and Lori Rowe

Absent: Phillip Bosen, A.J. LaRosa, Dana vanderHeyden, and Milton Rosa-Ortiz

Staff: Doreen Kraft, Sara Katz, and Alex Allen

Ex-Officio: Mayor Miro Weinberger

Call to order 3:15 pm

1. Consent Agenda

- a. Approve Agenda
 - i. Agenda approved unanimously.
- b. Approve Minutes of January 19, 2017 meeting
 - i. Minutes approved unanimously.

2. Public Forum

- a. None.

3. Approval of bylaws

- a. Bylaws approved unanimously.

4. Committee updates

- a. Executive
 - i. The committee continued the exploration of a leadership succession plan and procedure.
- b. Nominating
 - i. The board and staff will reach out to organizations to ask for suggestions and advice on who would be potential board member candidates, to highlight diversity.
- c. Education
 - i. No update.
- d. Development
 - i. Billi Gosh led a discussion on the committee's most recent development activities:
 1. Coffee Talk Feb 20th – 5 people attendance.
 2. The next coffee talk is scheduled for April 3rd for Gallery education and the following is scheduled for April 25th for Gallery Exhibitions.
 3. AFTH fundraiser will be in May.
 4. Art Auction – tentatively scheduled for June 16th
 5. A business appeal letter has been sent to local businesses; and a follow up letter to the annual appeal will go out later in the week.
 - ii. The board discussed a fundraising trip to Montreal in September. Board members to research cost of van rental and other hospitality expenses to create an attractive offering to prospective donors.
- e. Cultural Planning (renamed Public Art Committee)
 - i. The committee continues their discussion of a 1% ordinance from capital and development projects in the city to support public art in Burlington.

5. Director's Report

- a. No updates.

6. Financial Report—Doreen and Sara

- a. Sara Katz led a discussion on the financials of Fiscal Year 2018 to date.
- b. Doreen Kraft led a discussion on the importance of focusing on major gifts from now until the end of the fiscal year and soliciting the help of all board members to achieve this.

7. Other Business

- a. A Doodle Poll to be sent to the Executive Committee to discuss next steps of the Nominating Committee and potential board member candidates.

Adjourned at 4:56 pm