

**Burlington City Arts Board Meeting Minutes**  
**Lorraine B. Good Room, BCA Center**  
**Tuesday, March 21, 2017**  
**3-5 pm**

**Board members in attendance:** Jane Wolforth, Bryan Parmelee, Michael Metz, Lisa Lillibridge, Barbara Perry, John Gonter, Beth Montuori Rowles, Lori Rowe, Billi Gosh, Margaret Coleman, Rachel Kahn-Fogel, Lee Bouyea

**Board members absent:** Phillip Bosen, A.J. LaRosa, Leslie Black Sullivan, Dana vanderHeyden, Milton Rosa-Ortiz

**Staff:** Doreen Kraft, Sara Katz, Lucia Campriello, Melissa Steady, Alexandria Allen

**Call to order 3:10 pm**

**1. Consent Agenda**

- a. Approve Agenda
  - i. Agenda was approved unanimously.
- b. Approve Minutes of January 17, 2017 meeting
  - i. Correct the date of the minutes from January 27 to January 17.
  - ii. Minutes were approved unanimously with correction.

**2. Public Forum**

- a. None

**3. Committee updates**

- a. Executive
  - i. The Executive Committee last met on March 17, 2017.
  - ii. The committee will act on nominations and any board member is welcome to attend Executive Committee Meetings in the future.
- b. Education
  - i. The Education Committee last met on March 21, 2017.
  - ii. The committee reviewed the participation rates throughout the year so far; classes that are taking place at the BCA center for the Winter/Spring session; continued teaching artist residencies at the Integrated Arts Academy and King Street Center and other ongoing projects; and the revenue impact of the BCA studios' move from Memorial to 405 Pine Street.
- c. Development
  - i. The Development Committee last met on March 6, 2017.
  - ii. The committee conducted a recap of the art auction in February and its fundraising success. The committee also reviewed upcoming development events until the end of the fiscal year.
- d. Cultural Planning
  - i. The Cultural Planning Committee has yet to be convened but hope to schedule a first meeting in April to discuss public art policy direction.

**4. Director's Report**

- a. Doreen Kraft led a discussion on the progress of the scheduled redevelopment of City Hall Park and how BCA continues to be involved.
- b. BCA is participating in BTV Stat, a strategy that is used to improve operational performance of City departments and to provide better services for the community.
  - i. BCA will be surveying more at events, exhibition openings, and summer camps.

## **5. Financial Report**

- a. Sara Katz reviewed the YTD (year to date) transactions and our YTD budget.
  - i. Expected to see savings in salaries budget but art sales are down because BCA is not currently involved with major projects with UVM Medical Center. BCA is looking to diversify earned revenue options.

## **6. Strategic Plan update and discussion**

- a. The Strategic Plan has been sent to all board members for review.
- b. Board members to vote on final draft of plan at next board meeting, May 16, 2017.

## **7. Possible executive session to discuss personnel matters**

- a. Beth Montuori Rowles made a motion enter executive session to discuss personnel matters.
- b. The vote was unanimous to enter into executive session.

## **8. Meeting adjourned 5:10 pm**