



Village Arts Coalition

Minutes: VAC Board Meeting 4-5-2012 at the home of Susan Smith. Called to order by Larry at 7:16PM

Present: Susan Smith, Larry Utter, Melba Shepard, Caroline Stepanek, Susie Reisser, Deborah Howard, Steward Hartman, Jim Borzym, Willard Crary, Rick Thompson

1. **Quorum:** present
2. **Guests:** none
3. **Approval of Previous Minutes:** Jim motioned acceptance; Deborah seconded. Passed.
4. **Standing Reports:**
 - a. **Treasurer:** none
 - b. **Avalon:** sent via email and attached
 - c. **Rick as Avalon Representative:** Hermine left things running well. Has a lot to catch up with. Steward reported the work party had 16 people who accomplished some dry wall work and outside cleanup. Four students from School of Mines helped. Next work party will be later in the summer. Chuck will focus on the restroom remodel in immediate future. Concerns were brought up about street people appearing in the Avalon. Jim will discuss this with Chuck. Need to clarify Rick's contract and job description. Also status as board member, versus Avalon rep. It was suggested he not vote on conflict of interest matters.
 - d. **Stomp:** no report. Caroline will be traveling extensively in the upcoming months, and this will make the job difficult. We need another person, an assistant, possibly a replacement. Could streamline for the September/October critical issue.
 - e. **Web site:** Rick has not had enough time to engage with it.
5. **Reports from Appointed Committees:**
 - a. **Marketing:** Extra money will be needed to add printed membership forms, loose, inside - \$132. Instead, we can use volunteers to stuff them, the last week of April. We need more forms at Pearl Street Studio. Hermine will not be on the committee.
 - b. **Bylaws:** Willard needs to do more work on his proposal. He proposes we use Roberts Rules of Order to govern our meetings, but that we can make changes as needed. A proposal to amend our bylaws was discussed, was tabled but kept as a continuing item.
 - c. **International Festival:** we need to train a replacement for Hermine. Fliers were passed out.
6. **Business:**
 - a. **Key Man Insurance/Goals.** Jim is looking into. The insurance appears to be costly, but would be good thing to have. Need more information. Goals - are we

staying on track? We need to define our primary goals, and they should be on the agenda for review.

7. **New Business:** We need to get volunteers for the International Festival. Melba will work with Hermine on that.
8. **Next Meeting:** . May 3 at Susan's home. Larry will be away.
9. **Motion to Adjourn:** Jim motioned; Steward seconded. Passed at 9:15PM.
- 10.

Respectfully submitted,

Susan Reisser, Secretary

Attachments:

CHUCK PALMER'S AVALON REPORT

As this is tax season, doing Boulder Dance and personal taxes is keeping me busy. For complex tax reasons I was asked if I might classify as a Real Estate Professional with regards to the Avalon property. Requirements are:

1. Did I materially participate?
 2. Was more than half the work I did work for the Avalon property?
 3. Did I perform more than 750 hours of services during the tax year for the Avalon property?
- 1 and 2 were an easy YES.

So I had to think about number 3. 750 hours. Full time work is 2000 hours in a year. This is a 40 hours a week for 50 weeks a year. Many professionals work more like 2500-3000 hours in a full time salaried job. Did I spend more than quarter time for the Avalon building? So I made a list and though I would share it with you.

Roof project
Investigation of options
Reviewing CU's approach to roofs
Pre-roofing drawings for bids
Negotiation of contract
Investigate and analyze possible volunteer labor or small contractor
Demo of all gas piping
Gas piping design and permits with county and Xcel
During Roofing I was there almost every morning
Patching abandon roof structure holes
Insuring the protection of the interior and exterior
Re gas piping the building
NE area rental
Meetings, drawings, code analysis, building impact analysis, for tenant or possible tenants
The Music Lesson and Music Practice tenant that only last a few month
Required sound isolation by extending stub walls to the roof to block sound

Possible Cooking class tenant
Possible Caterer
Possible Funeral Home tenant
Possible Tango Studio tenant
Lobby carpeting and trim
Building re-windowing
Climate Smart loan application along with government 50% rebate, lots of paperwork, design and review
Ballroom window sill design and aesthetics
Ballroom door removal design, aesthetics and logistics
Interface with church tenant
Project management
Stage and chair storage project
Design, code analysis and code consultants review
Permitting, corrections and resubmit
Coordinate and technical direction for volunteer stud installation work
Coordinate, technical direction and hands on work for volunteer rough wiring work
Electrical contractor direction and supervision
Coordinate for volunteer drywall installation work
Heating update to church, due to only one Roof Top Unit supplying heat to large church area
Solution was to gang second unused unit into church ducting system
Analysis to understand the problem
Analyze solution options
Design solution
Review solution with professionals
Oversee and work with volunteers for project prep and old ducting removal
Project management with contractors
On sight project assistance to contractors and project design modification as needed
Design and implement thermostat control system to support second unit
Normal accounting and taxes, project accounting
Building maintenance and repairs
Toilet flush tank problems and repair
Roof Top Unit AC and Heating problems and normal maintenance
Emergency lighting and system backup battery maintenance
North Lobby heating problems
Curtains as possible solution
Extending return duct into correct location to correctly reheat North Lobby air
Kitchen Cabinet project

Not to mention any work done in managing the Ballroom as a board member of VAC

I think I have justified to myself that 750 hours requirement is justified and met. I will be filing 2011 as a Real Estate Professional for the Avalon property.