



## Village Arts Coalition

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**Minutes: VAC Board Meeting 7 June 2012** at the home of Susan Smith. Called to order by 7:11PM

1. **Present:** – Melba Shepard, Susan Smith, Chuck Palmer, Jim X Borzycz, Steward Hartman, Deborah Howard, Rick Thompson, Willard Crary
2. **Approval of Minutes** of 3 May 2012, Chuck moved, Susan 2nd. Passed
3. **Standing Reports**
  - a. **Treasurer** – Grant check for the International Festival has not been received. Deborah will call and ask the HRC, City of Boulder about it. FYI: Rick writes Avalon checks and Chuck signs them. Workparty checks come from the Avalon account.
  - b. **Avalon** –
    1. Homeless situation: Improved but not gone. John should only be there during business hours. Patrick still around occasionally. If Patrick (tall man) is around, police can be called to remove him.
    2. Construction: Next part of construction will be mainly contractor work and not workparty work. Permits have been granted for the bathrooms, drinking fountain, and parking lot signage.
    3. Rick: Rick will be working three four-hour shifts per week in the Avalon to help with any maintenance needed. He will still be working at rental events to help them run smoothly. The voice mail system on his cell phone has been upgraded to allow for more messages. Contract for Rick is still being written.
  - c. Emails to volunteers. Rick has sent a May email to volunteers and will also send a June email to them. If you feel something should be included in this letter, send it to Rick so there is no duplication of information and too many emails.
  - d. **Web site** – Groups should be reminded to maintain their own calendars.
4. **Reports from appointed committees**
  - a. **Membership:** Several new or renewing memberships noted.
  - b. **Marketing:** Trying an advertisement in the Yellow Book phone book under events. Will be print and computer advert. Costs \$40/month. Rick will track rentals that come from this ad. Rick would like to see new logo.

- c. **Signs:** The roadside sign can be used without permitting as if we keep the same size. The building sign will need to be permitted. Sign committee to meet soon!
  - d. **By-laws:** Steward will write the motion for Robert's Rules. (two months away)
5. **Business (Old and New)**
- a. **International Festival** – No report, but all is fine. Still will need volunteers especially with set up and break down. Board should have name badges identifying them as board.
  - b. **Who will run the festival next year and do we want one?**
  - c. New “immigrant cultures” grant. Needs an officer to sign it. Willard will sign and notarize and return to office next week. Susan and Melba will firm up the plans and make sure all are contacted at the end of June.
  - d. Hermine is willing to substitute for Rick should the need arise.
6. **Agenda for next meeting.**
- a. Goals –
  - b. What is the meaning of the year-end financial report?
  - c. Key man insurance.
7. **Next Meeting:** July 12, 2012. Susan Smith's home. Please note date change due to holiday.
8. **Motion to Adjourn:** Susan, Jim 2<sup>nd</sup>. Motion passed Meeting adjourned: 8:43PM.

Respectfully submitted, Susan Smith (for Susie Reisser)