



Village Arts Coalition

Minutes: VAC Board Meeting February 2, 2012 at the home of Susan Smith – Called to order by Larry Utter at 7:00PM

Present: Susan Smith, Susie Reisser, Caroline Stepanek, Steward Hartman, Deborah Howard, Larry Utter, Willard Crary, Melba Smith, Chuck Palmer, Jim Borzym, Rick Thompson. Avalon representative - Hermine Higgins. Quorum. Guest- Christine Geck.

Approval of Minutes: December, 2011 now has Treasurers Report attached and had been posted. Susan motions, Deborah 2nd. Pass. January minutes - missing Jim's part. He gave a brief report last time on key man insurance. Jim motions, Susan 2nd. Pass.

Standing Reports:

- **Treasurer** – None
- **Avalon** - attached. Jim will help with engineering criteria on bathrooms. Kitchen heater is now working.
- **Stomp** – None (deadline Feb 7).
- **Web site** - None. Rick was requested to add the new link to Public Documents to site.
- **Other** - Hermine report – Caroline passed an old pie chart on Avalon use and asked to have an updated one. Jim's swing day will move to 3rd Saturdays starting in July.

Reports from Appointed Committees:

- **Membership** - report attached. Discussion regarding how to assess membership dues happened, with various ideas considered. A membership drive will occur in March.
 - **Section 1. Position of Membership Chair. MOTION:** Jim – “I move we establish an ad hoc membership committee of VAC whose initial chair is Larry Utter, and the duties shall be listed as on the report of the membership committee.” Caroline-2nd. Vote - unan. Vote - Pass.
 - **Section 2. Individual Members. MOTION:** Jim -. “I move we approve individual members as described in sections 1 and 2 of the membership committee report.” Susan-2nd. Vote - Pass.
 - **Section 3. Groups. MOTION:** Jim – “I move that we adopt three membership rates for 2012 of \$25, \$75 and \$200. Caroline – 2nd. Vote - Pass. **MOTION:** Steward – “I move that memberships be based on the calendar year.” Willard – 2nd. Vote - Pass.
- **Mission** – Postponed.

Business:

- **Goals** - Larry presented a compilation of what has been suggested. Caroline suggests committees form to deal with the various areas. Steward suggests we form 3 committees: buildout, marketing & long term viability. **MOTION:** Rick – “I move we establish a marketing committee.” Susan – 2nd. Vote - Pass. Committee: Rick, Susan, Hermine, Caroline

- **How Board Can Help Chuck** - Steward has been biggest help in organizing work parties. Chuck is not worried about leasing other Avalon space.

Susan needs a list of all who worked on Avalon, with email addresses.

New business:

Willard submitted a proposal to amend by-laws. See attached.

Next Meeting: March 1, Susan's home, 7PM. Adjournment: Deborah moves; Willard 2nd. 9:00PM

Respectfully Submitted,
Susan Reisser
Secretary

Attachments follow: Avalon Report, Report of the Membership Committee, Amendment of By-Laws

Avalon Report: Sent via email by Chuck Palmer

- Work parties (headed by Steward) continue, with the stage and chair storage nearing drywall installation. Then a drywall inspection is needed, first by our general contractor (schedule for 1/31/12), we will then perform his corrections, and then inspection by the County Building Dept. We will then hire a drywall finisher to do the plaster work.
- Two women's toilets have had major repairs by Ingvar and Chuck.
- The Kitchen RTU (Roof Top Unit) has been problematic. Not providing heat. Twice fixed with either Otto or Ingvar. No success. Further review needed.
- Plumbing schematics have been completed as part of the full drawing package for the Bathroom Remodel.
- Year end accounting has been performed for Boulder Dance.

**Report of the Membership Committee
REVISED 2/2/2012**

Larry Utter, Jim X. Borzym, Caroline Stepanek, Susan Smith, Rick Thompson

1. The position of Membership Chairman should be created. Larry Utter has volunteered. The duties of this position should be:
 1. Keep an accurate record of all members, both individual and group. This includes not only who is a member but also contact information (email and physical address) to facilitate communication.
 2. Send the yearly renewal reminders
 3. Communicate regularly with members, both individual and group. This specifically includes announcing the Annual Meeting and the results to the membership. Other communications could address the build out of the Avalon, Board news, the importance and benefits of membership, the need for bequests.
 4. And other duties to be determined
2. Individual Members
 1. Individual Memberships are based on the calendar year and can be bought any time during that year (including the day of the Annual Meeting).

2. Rates should be increased (actually aligned with rates already in STOMP) and other donation levels created:

- Friend \$15
- Family \$25
- Supporter \$50
- Contributor \$100
- Patron \$500
- Angel \$5000
- Legacy Contact VAC

3. Benefits:

- * Support of the local dance community and Avalon
- * Voting rights at Annual Meeting as stated in the Bylaws
- * STOMP delivered by USPS mail if desired (must opt-in)
- * Thank you letter from Board
- * All members should be listed in STOMP at the end of the year (December)

3. Groups

1. Groups are needed for the vitality of VAC, source of future leaders, and needs of groups will carry the VAC into the future.

2. Memberships are based on the calendar year.

3. Different rates should be applied to different sizes of groups:

- 0 - 500 attendees per year \$25
- 500 to 2500 attendees per year \$75
- greater than 2500 attendees \$200

4. There will be a statement on Group membership form to the effect: Membership dues are used to defray the operation of the VAC including the web page and STOMP

5. Benefits

- * Use of the VAC web site (non-groups should not be allowed use)
- * Listed in STOMP calendar, ** should non-members be listed at all **
- * Listed as a Member Group in STOMP
- * Voting rights at Annual Meeting / representative at Annual Meeting
- * Priority rental consideration at Avalon
- * Preferred member rate?? Chuck suggested that any regular, repeating group should just be required to be a member.
- * Can perform at International Festival
- * Possible joint advertising in future
- * Possible insurance in future
- * Thank you letter from the Board

4. VAC should be synonymous with Avalon, i.e. when one thinks of the Avalon, they should also think of the VAC. Dancers at the Avalon do not currently associate the two.

5. Look into insurance again. Susan will look into the NFO policy.

6. Creating new email addresses:

president@villageartscoalition.org

membership@villageartscoalition.org

Proposal to amend the Bylaws of the Village Arts Coalition

Whereas: the Board has asked to review the Bylaws piece by piece and

Whereas: I feel the most important piece is one we do not have and should
and

Whereas: Even Robert's Rules of Order permits and even encourages small
boards and committees to use less formal rules

of order than larger groups, when appropriate and

Whereas: We have had several questions about proper procedures,

Therefore: We should adopt a Parliamentary Authority
as follows:

Article (number as next number in sequence)

Parliamentary Authority

The Rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the business of the Corporation in all cases to which they are applicable and in which they are not inconsistent with the Bylaws and any special rules of order the Corporation may adopt.