

BCA Executive Committee Minutes-Draft
Monday, Monday, February 7, 2022 4pm
Held via Zoom

Executive Committee Members present: Lori Rowe, Billi Gosh, Lisa Lillibridge, Laura McDonough

Staff Present: Doreen Kraft, Meara McGinniss

1. Approved agenda and minutes of January meeting, moved by Billi Gosh, seconded by Laura McDonough. All were in favor.
2. Public Forum-no public was present
3. Board matrix-Demographic info will be added to the current skill based board matrix. Discussion was had about different categories and it was decided to use the language and categories that BCA already uses for other demographic data collection. Meara will draft a form and send to the committee for approval. Form will be sent out to whole board the week of the 14th.
4. Guidelines for committee chair role were discussed and will be added to the board manual including: setting the agenda for meeting in keeping with VT Open Meeting Laws, facilitating and running the meetings according to both the BCA Board Community Agreements and Robert's Rules of Order, reviewing the minutes, reporting back to the full board during board meetings, and being a member of the board (community members while being encouraged to be part of committees should not chair committees). These will be added to the board manual.
5. Reib training-Doreen outlined the difference between going through the City of Burlington REIB training and hiring an outside consultant.
6. A discussion was had about the definition of honorary and emeritus members of the board followed by a discussion of status of current Honorary Members and process for retaining or changing status of honorary members now and in the future.
7. Lisa Lillibridge moved to adjourn at 5:25, seconded by Lori Rowe. All were in favor.

BCA's mission is to nurture a dynamic environment through the arts that makes quality experiences accessible regardless of economic, social or physical constraints. We do this by:

- Supporting and promoting Vermont artists and advancing the creation of new work
- Offering a wide spectrum of arts education and engagement opportunities
- Presenting exhibitions and events that place Burlington in a global context, promote critical dialogue and encourage local participation

- Serving as the City of Burlington's cultural planner by making the arts integral to the area's economic and civic development, urban design, and livability.