

BCA Development Committee Meeting Minutes
September 11, 2023

Members of Committee Present: Billi Gosh (Chair), Laura McDonough, Lori Rowe, Deb Caulo (absent), Susan Skalka, Robin Pierce, Livia DeMarchis, Sarah Rogers, Nancy Schoenfeld

Staff: Meara McGinniss, Elena Rosen, Doreen Kraft, Sara Katz, Faith James

1. The meeting was called to order at 11:02. Nancy Schoenfeld moved to approve the minutes and agenda, seconded by Laura McDonough. All were in favor.
2. Public forum-No public present
3. Introductions were made between new Development Director Faith James and members of the committee who missed the last meeting.
4. The committee reviewed the event budget briefly. Faith and Meara are working with the caterer to bring those numbers down.
5. As of today 31 tickets have sold. The invitation will go into the mail by the end of the week and be in mailboxes by Monday. If committee members are interested in writing any personal notes on invitations before they go out let Meara or Faith know. All committee members will be asked to follow up by email or phone after the invitations drop. Faith and Meara will follow up with updates on guest list.
6. The committee will meet with Art from the Heart Coordinator Rebecca Schwarz on October 10 to make paper flowers at 3pm at Hula. Storage is available onsite.
7. The committee discussed the program and time of the live auction, which will be limited to 5 items. Faith and Meara will schedule a meeting with the auctioneer. The committee also discussed the auction catalog vs. a program guide and online preview descriptions.
8. Faith James asked the committee to consider bidding methods for the silent auction (online, vs hybrid, vs on paper in person). The committee agreed that pen and paper was the best method.
9. Next meeting, October 23rd time TBD
10. Doreen emphasized the need to sell tickets-staff will keep the committee updated on the numbers weekly.
11. At 12:01 Lori Rowe moved to adjourn, which was seconded by Laura McDonough. 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.