

Burlington City Arts Executive Committee Meeting Minutes
Lorraine B Good Room, BCA Center
March 4, 2015
4:00-5:00pm

Voting Members:

Beth Montuori Rowles – President; Lori Rowe – Vice President; Michael Metz – Treasurer; Lee Bouyea – Secretary; Billi Gosh – Member at Large; Dan Harvey—Past President. All members in attendance (Lee Bouyea by phone). Staff in attendance: Doreen Kraft and Sara Katz.
Guests: Jim Lockridge and Charles Norris-Brown

1. Nominating Update
 - a. Matrix is a complete tool ready for use.
 - b. Application draft has been completed based on the existing City commission/board application. Board job description is being completed by Lori with input from Michael and Barbara and presented to board at March 17 meeting, then passed by legal.
 - c. Bylaws will be revised to reflect changes at May 17th meeting, and the new application packet will be publicized after that.
2. Special Classes of the Board
 - a. Language acknowledging two special classes of members and their voting rights, Emeritus and Honorary, need to be incorporated into the By-Laws. The board voted on these special classes in the past but voted for Emeritus to be voting and honorary to be non-voting; the preference is for Honorary to be voting and Emeritus to be non-voting, in line with general understandings of Emeritus.
3. Mission Statement Update
 - a. No major changes to content are planned for the revision of the statement. The staff is interested in updated the language to be more contemporary. Because the mission is and will remain so broad, we are developing a set of guiding principles that will help staff set work plan priorities on an ongoing basis.
 - b. The language will remove the term “Greater Burlington”.
 - c. A draft of the language will be sent to the board in advance of our next meeting.
4. Vote to enter Executive Session, personnel grievance
 - a. Beth began a motion to enter executive session based on premature general public knowledge of personal information would clearly place the city at a substantial disadvantage because:
The discussion will involve sensitive personal information concerning an individual and Based on the findings of substantial disadvantage, Beth moved that we enter into executive session to discuss this personnel issue under the provisions of Title 1, Section 313 (1) (A). The motioned was seconded.
 - b. Members of the committee voted to enter executive session as follows:
 - i. Lee Bouyea Yes
 - ii. Lori Rowe Yes

- iii. Michael Metz Yes
- iv. Billi Gosh Yes
- v. Dan Harvey Yes
- vi. Beth Montuori Rowles Yes.