

Ballet Wolcott, Inc.

Meeting Minutes - 02/24/2019

Present

Board Members: Tim Yarrow, Heidi-Lauren Duke, Elliot Waring

Administration: Helene Nielsen

Artistic/Admin Director: Brandy Ofciarcik-Perez

Public: None

Call to order 1:30PM

1. Welcome/Public Comments
 - a. None
2. Adjustments to the Agenda
 - a. Moved discussion items to be first on the agenda and other chat after break
3. Approval of previous Minutes
 - a. Tabled
4. **1:35pm** - Discussion items:
 - a. How is Ballet Wolcott's mission unique among other Northern Vermont dance non-profits?
 - b. What are Ballet Wolcott's goals for this year versus 5 years from now?
 - c. What part of the mission should our marketing dollars be focused on?
 - d. What are our next action items for the organization to achieve this year's goals?
5. **3:00pm** - Break, snacks
6. **3:20pm** - Org chart adjustments
 - a. Defined what roles fall under Artistic Director and Administrative Director to create a clearer Org Chart
 - i. Brandy and Helene identified what roles they are passionate about
 - ii. Neither staff member is interested in Financial management
 - iii. Heidi-Lauren will adjust the Org Chart for future meetings
7. **4:00pm** - Budget adjustments
 - a. Still needs work

- b. Revisiting ideas for the rest of the fiscal year
- 8. **4:30pm** - Conclusions; compare and contrast ideas/priorities, agree on final budget and org chart, staff responsibilities
 - a. Tabled
- 9. **5pm** - Adjourn

Meeting adjourned at 5:03pm

Next meeting is set for 3/4