

Ballet Wolcott, Inc.

Meeting Minutes - 7/30/2018

Present

Board Members: Tim Yarrow, Elliot Waring

Administration: Helene Nielsen

Artistic/Admin Director: Brandy Ofciarcik-Perez

Public: None

Tim called the meeting to order at 6:08.

Brandy - Credit Loan Application

Union Bank needs minutes to confirm getting a credit card

Tim asked if it is a good idea

Not uncommon for small businesses to do this

Tim asked about terms - 7%, five year, \$5000, one month a year where you can not draw from it

Tim called a vote to authorize Brandy applying for a commercial loan application not greater than \$5000 at or around 7% to be a short term line of credit

Elliot seconded

Brandy asked for help doing the application

Tim looked through the application

Everyone decided not to pursue a credit card

Brandy is getting all of the documentation needed for the application

There is a question about what assets belong to BW and what belongs to Helene

Helene said the floors, bars, mirror, and music machine belong to her but she has given them over to BW

Costumes belong to BW

Brandy needs a list of grants, profit and loss statements, meeting minutes, narrative explaining why we need the loan, are we doing anything else to pay off debt.

Brandy said she can get the application in by the 12th of August, with the 20th as a backup

Tim called the question about Brandy applying for the loan

Votes 2 for and 0 against

The motion carries

Tim talked about Kickstarter - too late for Spring show. Should we be thinking about something in the fall or winter?

Tim met with Heidi Lauren-Duke at the Highland Lodge - she likes BW and has lots of connections in her community who might be interested in supporting the organization
Tim suggests thinking about doing more shows/work in Greensboro - possibly something on an annual basis

Tim asked how we present BW to Greensboro and attract financial attention
Brandy has spoken with HCA about getting on the calendar for a fundraiser gala
Heidi Lauren-Duke is interested in board seat but not until September
Helene and Brandy are going to email Heidi

Brandy needs help at WNL for someone to cover the table while she announces the show
Tim offered to help
Brandy needs help on Friday at Hardwick Farmers Market from 3-6PM
Helene will help

Brandy spoke about August Intensive and Teachers Workshop
August Intensive can pay for itself but Teachers Workshop only has two people so Brandy suggested moving it to Wolcott Town Hall
The floor needs to move to HCA on Monday morning

Tim came back to Kickstarter - Use it for Nutcracker? Run it in October? \$3000?

We need to improve our branding and messaging

Brandy proposed a new board member - Susan Sinnott - Tim will reach out
Helene suggested Sarah Augiere(?) is interested in joining the board - Tim will reach out
Amy Sund was proposed as a potential board member
Cedar Hannan was proposed as a board member - Tim will reach out

Helene is concerned about the financial situation and wants more teamwork between the board and staff. Suggested forming committees as we get a little bigger

Tim suggested forming a prepared statement that can be used by anyone reaching out for fundraising and identifying what we're raising money for - Everyone will send stuff to Elliot to organize which we will review next week

Brandy spoke about the Department of Labor standards for employment - employees vs. independent contractors
VT Dept. of Labor - Paul Donovan - 828-2994 - Tim is going to reach out

Helene met with Ray about adding a credit card option to the website - Brandy will find out what is needed officially

7:30 Meeting adjourned

Agenda items for 8/20

- Budget
- Look at Kickstarter campaign
- Elliot wants to talk about efficiency ideas
- Prepared fundraising statement drafting/editing