

Ballet Wolcott, Inc.

Meeting Minutes - 6/18/2019

Present

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

Administration: Helene Nielsen

Artistic/Admin Director: Brandy Ofciarcik-Perez

Public: None

Call to order 6:05PM

1. Welcome/Public Comments
 - a. None
2. Adjustments to the Agenda
 - a. Added Thank You's for Silent Auction
3. Approval of previous Minutes
 - a. Approved by a vote of 3-0
4. Firebird performance debrief
 - a. Went over the numbers and shared feedback
5. Brandy's transition and notification for parents
 - a. Brandy to draft a letter to share with Board by Friday
 - b. Tim to investigate adding Elliot to Union Bank account as signatory
 - c. Brandy to share a document with info on upcoming processes
6. Summer programming update
 - a. Classes are filling up but we still need a few more people in several of the classes
7. Helene's discussion with other organizations re: AD search
 - a. Helene has spoken with other dance organizations about how they have searched for directors in the past
8. Next steps for the organization
 - a. Begin drafting a job description for a new general manager/AD position

9. Thank You's for Silent Auction

- a. Elliot to draft a letter to distribute to businesses that donated for the Silent Auction

Meeting adjourned at 7:29

Next meeting is set for 7/9/19