



1.14.22



Upcoming Dates *Check out our new [Master Calendar!](#) Please bookmark!



Dear All,

As I write this I am isolated at home waiting for the results of a PCR test. For almost two years we have managed to navigate the many challenges of COVID while continuing to offer arts programming and creating the HUB which has been essential to our community. The latest surge is our most recent challenge and of course pending snowstorms just add to the stress. Let me take one moment to thank each and every one of you for the role you have played in facing every obstacle with professionalism, determination and perhaps what is most important, a healthy dose of humor. We say “we will get there” and we will.

Stay safe everyone and thank you,

Lynn



CEO/ LYNN ARNDT

We celebrate Amanda & Keelyn this month as they celebrate big changes and life milestones! Amanda is preparing for maternity leave, the countdown to baby time is here! We are also grateful for our time left with Keelyn who is preparing to relocate in the coming months to be closer to the family. Thank you for your incredible service, artistic flair, and commitment to our work and mission during such a pivotal time for BlackRock.

CPO/ KATIE HECKLINGER

- Oh what fun we had! Bringing both the HUB and BlackRock team together for a day together in December followed by a most festive evening of good food and Karaoke was a highlight this holiday season.
- A February date will be selected for our next BlackRock Staff Meeting. On the agenda will be safety and race and equity outcomes.

EDUCATION / WILL LUSK

- Winter group classes have been delayed until January 31st. Enrollment is up from last Winter!
- We are working on hiring a camp director for summer camp.

GALLERIES & EXHIBITS / RULA JONES

- Two new exhibitions open to the public on Saturday.
- Familiarize yourself with the work by reading the catalogs (links below)
- Tory Cowles: [JUXTAPOSITIONS](#).
- Stuart Diekmeyer: [CURIOSITY OF SCALE](#)
- New Weekend Gallery Hours! Saturday: Noon to 4 pm, Sunday: 10:30 am to 2:30 pm
- New OPEN CALL HANDCRAFTED: On [SUBMITTABLE](#)

RENTALS & SPECIAL EVENTS / KAYCEE TUCKER

- [JHU](#) has confirmed their residency at BRCA per my announcement a few weeks ago. The ActiveNet reservation is in the system and has been sent to Susan for confirmation/approval.
- [Montrose Baptist Church](#) is going to be our new Sunday resident in the MainStage. It looks like they won't be starting until February due to the COVID surge.

- We're beginning to look at what Spring/Summer/Fall farmers markets look like. If you know of any vendors that might be interested, please have them contact KayCee.
- Maria and I are beginning to clean-up and reorganize the first floor of BRCA, if you're looking for something and it isn't normally where you would expect to see it please ask!
- I've been working on putting together "Cafe BlackRock". It's been a little more difficult sourcing lunch than breakfast but I hope to have it settled by the end of January.

PERFORMANCES | KEELYN MITCHELL

- 8 PM on Fri, Jan.21 and Sat, Jan.22 - Upcounty Theatre presents *Fool for Love*
- MacMillan Pipe Band rescheduled from Jan.29 to March 26

PATRON SERVICES | MARIA BENZIE

- Pamela Garrido was promoted to full-time status/Senior Patron Services Associate
- The Celtic Solstice event was a huge hit with a sold-out crowd

MARKETING & COMMUNICATIONS | AMANDA BRADLEY

Thank you for all that you do! Here is a summary of what's going on in the Marketing department.

1) **Summer Camp Sale**- Save \$25 per week on your choice of either Performing Arts Camp (Grades 3-8) or Arts Journeys Camp (Grades K-5). This will be our *last discount for summer* offered to anyone who wants to sign up. Deadline to register is January 31. **PLUS** You can combine both the Early Bird \$25 discount and the payment plan, so you only need \$25 (non-refundable) down to sign up and take advantage of the Early Bird savings! Choose payment plan at checkout, and our system will take half of the discount from each of the two payments after the initial deposit. Good deal. Seriously.

2) **Winter Classes begin January 17th**. We added NEW classes including Guitar Lessons, Kaboom- boomwhackers, DIY Instruments, and bucket drumming. These new classes will begin in March, date TBD.

3) We open (to the public) in the Gallery with Tory Cowles' Juxtapositions in the Kay Gallery and Stuart Diekmeyer (pronounced DEEK-miy-er)'s Curiosity of Scale on January 15th. Juxtapositions is in partnership with CityDance Conservatory.

4) We're pleased and proud to host Washington Parents' Summer Camp Expo (rescheduled) on MARCH 6, 2022, beginning at 11am.

5) Upcoming Shows!

- Upcounty Theatre presents Fool For Love by Sam Shepard January 21-22
- MacMillan Pipe Band- rescheduled to March 26
- Ivy League of Comedy on February 25
- Frontiers- a Journey Tribute Band on March 4

FACILITIES & OPERATIONS | MIKE SICKLES

We are making great progress on the floors! The MainStage and Kay Gallery have both been refinished. New flooring has been installed on most of the second floor and the BlackBox should be done soon, as well!

John has been hired as our full-time Operations Associate! Congrats John.

TECNICAL DIRECTOR | DAN MORI

Orders have been placed for new curtains in the Black Box and Main Stage, as well as for a new light board for the Main Stage! Our next projects are to finalize our order of new audio equipment and to continue cleaning and organizing the backstage storage areas.

HUB UPDATES| KRISTINA SMITH

Edwin Guerrero has joined us as a HUB assistant. Welcome Edwin! Please see the additional attachments for the MLK Day of Service Drive and the January Calendar.

OFFICE & HR

It's a new year, time to get our financial ducks in a row! **Please take a few minutes to review your MYADP account and confirm your mailing address is current.** Also, **review your Federal and State withholding amounts** to be sure they are accurate for the new year. This is especially important if you started mid-year or moved from part-time to full-time and may have estimated a lower tax rate last year.

2021 W-2s are available in the MYADP app. Log in and go to Pay. Scroll down to Tax Statements and you will see the W-2 listed. Click View statement. It will ask for two step authorization. Paper copies will be distributed or mailed by the end of January.

2022 Holiday Schedule

New Year's Day 2022	Friday, December 31, 2021
Martin Luther King Jr. Day	Monday, January 17
Presidents' Day	Monday, February 21
Memorial Day	Monday, May 30
Independence Day	Monday, July 4
Labor Day	Monday, September 5 th
Thanksgiving	Thursday, November 24 th
Day after Thanksgiving	Friday, November 25 th
Christmas	Monday, December 26 th
New Year's Day 2023	Monday, January 2 nd , 2023
Floating Holiday	Your Birthday or any other significant day agreed upon by you and your supervisor

In the event an employee is required to work on one of the holidays listed above, they may take an alternate day off within the same pay period. Regular full-time employees are paid for Holidays (8 hours); depending on their regular work schedule, part-time regular employees may be paid on a pro-rated basis at the discretion of the Chief Executive Officer.