



Ballroom Dance Club of Fairbanks, Inc.

BOARD OF DIRECTORS MEETING

MINUTES

January 25, 2007

Meeting was called to order at 6:00 p.m. at the home of Sydney Seay

Directors Present: Steve Nelson, Patty Nelson, Sue Waryas, Rae Dinsmore, Scott Luper, Mary Lindahl, Scott Bates, Jack Schmid, Holly Stack, Lorrie Rea

Absent: Stan Justice

Staff: Sydney Seay

Connect and Hellos : Sydney had a wonderful supper for us!

Agenda Review and Additions : Steve called the meeting to order at 6pm, agendas and reports were made available to Board members, and the agenda was approved.

Presidents Report

•**Appoint Stan to Secretary Position by motion:** Steve filled the Board in on Stan Justice's offer to serve as Secretary and the ability of the Board to appoint one person. Mary moved that Stan be added to the Board and the motion was seconded by Lorrie. It was unanimously and enthusiastically approved!

•**Music Computer:** Steve announced that the music computer had been purchased and was already up and running. Richard put CD's in the music computer library and Steve has typed instructions for its use. Steve agreed to give a lesson on its use at 3:30pm on Saturday, Jan. 27th prior to the Sat. practice. It's cool. Thank you Richard and Steve!

Treasurers Report

•**2006 Year End Financial Report:** Mary reviewed the highlights of the 2006 year and reported that the BDCF had a profit of \$1712.10. Mary has emailed the financial information to Robinson's to do taxes and the 1099's will go out to instructors who earned more than \$600 by the end of the month.

•**Monthly Treasurers Report:** Mary reported that the net change from the beginning of the year is \$9745.00, primarily reflecting the \$7860 deposited for 2007 session 1 lessons and the \$2560.00 for the Walter Dill workshop. The music computer cost \$1449.00 and the check has not yet cleared. The total of checks written but not yet cleared for 2006 is \$1196.83 and for 2007 is \$1956.24. The estimated revenue for the Walter Dill workshops is \$2560 and estimated expenses are \$1440, leaving a profit of \$1120. A check was written to Walter Dill before he left town for 75% of the estimated profit equal to \$840 which leaves the BDCF with an estimated profit of \$280. The \$200 donation from the UAF Swing club for the workshop has not yet been received, but is in the works and will be used to cover BDCF expenses.

Committee Business

Programs :

- Next session:** Scott Luper reported that he expects Wade and Tanya to teach Beginning and Intermediate Ballroom again next session and they are thinking about the third class - perhaps Advanced Ballroom. Megan would like to continue with Beginning and Intermediate Salsa and is considering ideas for a third class -maybe Cha-Cha/Rumba. The idea of adding more classes was discussed and Sydney reported on available dance hall times. It was agreed to ask Judy Kreith to teach Beginning East Coast Swing, Beginning West Coast Swing, and Intermediate East Coast Swing from 1 – 4pm on Saturdays – prior to the usual Saturday practice time. Sydney offered to staff the lessons, Sue will reserve the dance hall, and Mary will contact Judy
- Walter Dill Workshop Review:** Scott reported he was pleased with the Walter Dill workshop and everyone agreed. Holly received a round of applause for her successful efforts in getting Walter into the school system and reported that Walter earned \$1000 for the five hours in the schools (Randy Smith, U Park and Denali.) Sydney received \$30 more in revenue for the workshop that has yet to be included in the financial report.
- Brainstorm Next Workshop:** Rae updated the Board on her communications with the dance instructors from Chicago and mentioned her friends in Seattle as possibilities for future workshops. The idea of piggy-backing on the instructors coming to Anchorage Feb. 23-25 was discussed and Scott will contact them.

Social Activities :

- Moonlight Ball:** Patty updated the Board on details and encouraged everyone to take flyers to post around town. Dance instructors will be comped tickets to the Ball that are nontransferable, as will the Board. Steve will invite our instructors and let them know. Board members are expected to help sell tickets and take money at the door for ½ hour slots until 11pm. Patty explained that ordering less food doesn't reduce the total bill as the Princess then charges more for use of the room. To encourage ticket sales, anyone who buys a ticket by Feb 10th will receive \$5 off the next set of lessons.
- Lathrop Swing Club Fundraiser:** Mary passed around a flyer for the Feb. 16th social dance to be hosted by the Lathrop Swing club which will be a formal Valentine's Day Ball encouraging high school students to attend.
- March 3rd Social Dance:** Jeanne Daniel has offered to host the March 3rd Social and is planning a Blues Brothers theme rather than her usual "Too Broke to go to Hawaii" theme.
- Lesson before dance:** Having a lesson before Saturday's dance was discussed and there was general agreement that a lesson helps attract new dancers and gets them to feel more comfortable. JJ. will be contacted to see if he'd like to teach – maybe a swing lesson?

Facilities:

- Floor Marks:** Sue reported on the ongoing "marks on the floor" issue and ideas were suggested for better testing shoes and getting the word out to new dancers. The sign by the Contra Dancers has helped.

Membership:

- Status:** Scott B. reported that Anya was at lessons updating the membership list on the computer and he will check with her on the numbers.

Publicity:

- Status:** Lorrie and Holly will meet on Friday to divide the publicity duties. The main tasks and deadlines were reviewed and Lorrie will be emailing the News-Miner on Friday and will begin the display ads for the upcoming lessons.

NLCD:

- Sue explained that two clubs review the NLCD books as part of an oversight committee to audit the records and Sue will represent the BDCF in this. The NLCD is going to take out the garbage disposal. The oven is quite dirty and needs cleaning.

Adm. Asst.:

- Class sizes:** Sydney reported that the first two Monday classes were maxed out and that for the first time ever, she was turning people away. The Monday night classes have 36 (Beg. Swing) 38 (Beg. Ballroom) and 17 (Beyond Beg. Ballroom). The Wed. classes have 32 (Bachata/Merengue), 30 (Beg. Salsa) and 25 (Int. Salsa.).
- The **microphone** needs fixing and would be a big help with these larger classes.
- The **military discount** was reviewed. As decided last month, there will be an ongoing military discount which equals the member and student discount.

New Business

- Exit Polls after class sessions:** Steve proposed having an exit survey available at the end of the six week sessions and all agreed it's a good idea. Sydney, Scott L. and Sue will draft a survey.
- Business Cards:** Steve proposed having business cards for the BDCF so we can easily hand them out to help promote our club. All agreed. Lorrie and Holly will take on this project and Sydney supplied them with "Do it yourself" business cards.
- Rotary Lunch Presentation:** Steve said the club has been invited to speak to the North Pole Rotary group and it was suggested that Teri Babers would be an excellent speaker (and Rotarian) to represent our group. Steve will ask Teri.
- Literacy Council Auction Donation:** Scott moved to donate a one hour lesson for two people (a value of \$120) to the Literacy Council. Rae seconded the motion and the motion passed. Rae will get the donation to the literacy council. In the discussion, the Board agreed that gift certificates donated by the club should go to registered non-profits.
- Gift Certificate Extension:** The Board also agreed to extend a gift certificate given to Kay Hackney since she is traveling and won't be able to use it before it expires in June. It is extended for a year (until June '08). Mary will notify Kay.
- Stamp:** Lorrie will purchase a stamp for filling out checks to make the paperwork go more efficiently for workshops and lessons.

Old Business

- The Trifold Brochure is still "in the works" awaiting pictures, and the Board agreed to proceed with the new class exit survey rather than the Community survey proposed last month. The dance classes are doing better with partner rotation and anyone who angels is reminded that they should rotate.
- The **Dec. Minutes** were reviewed and Scott moved to approve them. Rae seconded the motion and the motion passed.
- Rae reviewed the **FCVB** brochure and the different advertising options were discussed. Sue moved that we join and pay the \$50 for the website link. Rae seconded the motion and the motion passed.

Meeting Review and Wrapup

- Next meeting:** Scott B. suggested that we meet at the FRA conference room by Mary Siah and all agreed. It is scheduled for Thursday, Feb. 22nd at 5:45 pm.
- The meeting was **adjourned at 8:35pm.**