



# Ballroom Dance Club of Fairbanks, Inc.

Board of Directors  
Oct 18 , 2007  
Minutes

Meeting was called to order at about 6:00 p.m. in the dance hall dungeon.

Directors Present: Steve Nelson, Patty Nelson, Sue Waryas, Scott Bates (left early), Jack Schmid, Stan Justice (arrived late), Holly Stack (arrived late - left early), Janet Thorpe, Lorrie Rea

Absent: Scott Luper

Staff: Sydney Seay absent

Guests: None

A quorum was present.

## Connect and Hellos

### Agenda Review

- ❖ Additions *Add calendar review under Facilities*

### Presidents Report

- ❖ Board Communication *Steve encouraged use of our yahoo group for all communication so all stay current on what is going on. Scott B. will help any that have problems getting set up in the group.*
- ❖ Stay on track *Steve will call to order to keep us on track.*
- ❖ Oct. Calendar *Sue will print out NLDC calendar for current and next month for each board meeting so we can watch for upcoming problems.*
- ❖ Admin. Asst. Position *Sydney has been working as a volunteer due to low class enrolment. She wants to decrease her workload. She is willing to do background paperwork but is looking for help with routine opening and closing. We need more input from Sydney on this.*

### Treasurers Report

- ❖ Monthly Financial Report *Janet provided a spreadsheet. We are up \$1500 even with low enrolment/cancelled classes.*
- ❖ Misc

**Consent Agenda** Approve *September Minutes* Approved with no corrections

- ❖ Misc *Validated the email decision to just pay for 3 newsminer ads.*

## **Committee Business**

**Programs:** Scott L.

- ❖ Second session Curriculum *No Scott – no report*
- ❖ Tango Workshop Update ( Sue ) *Was a success even though only email ads went out. Next one will be Dec. 9 or 16. Being planned. Discussed the need to have a contract with Frank and Patty. We charge \$15 and Frank and Patty get \$10.*
- ❖ Misc *Regular classes have been set for the rest of the year.*
- ❖ *Spins and Turns class by Judy is set for 3:30 – 6:30 Oct. 28*

**Social Activities:** Patty N.

- ❖ Harvest Moon Ball Update *7-8 no host cocktails, 8-12 dancing, working with Princes management continues to be a challenge. Kurt made the flyer. Tickets are at Hoitts and at hall events, ads are set up, need to have instructors announce ball at classes. Need to advertise to UAF dance classes.*
- ❖ Extra advertising for Harvest Moon Ball
- ❖ Ball Date and Time
- ❖ Social Dance Update / cross step lesson *Stan and Judy doing x-step waltz lesson at next dance. Discussed having more theme dances. People seemed to like the idea but it is more work.*
- ❖ *On December 1 Judy has the Wood Center Ballroom for performances from 7 to 9. The space is available for a dance after Judy's event. Judy does not want to organize a dance. We decided to cancel our Dec. 1 dance and put our effort towards a Wood Center dance. World Aids Day is the occasion.*

**Facilities:** Sue

- ❖ Committee Report *A nail from a high heel shoe damaged the floor and it may have been our dancers. Scuff marks and hall closing problems were discussed.*
- ❖ Review opening and closing procedure
- ❖ Christmas Lights completed ? *Lights are done.*
- ❖ Misc *We have more junk in the back room that escaped the last clean-up. NLDC annual meeting was a success with good showing from our club.*
- ❖ *All the porches and stairs are scheduled to be replaced next summer. There is a new boiler contract, Kitchen sink to be worked on, signs to go up about skateboards and bikes on porch and ramp. We pay by full hour even if we only use hall for part of time. Need membership count for insurance purposes.*

**NLCD :** Sue

- ❖ Committee Report
- ❖ Misc

**Membership:** Scott B. *Scott had to leave so no report.*

- ❖ Committee Report

- ❖ E-News Report
- ❖ Misc

**Publicity:** Lorrie / Holly

- ❖ Committee Report *Ad are up to date. Even though we got info to newsminer in time they did not include Tango workshop in free schedule. Discussed placing an ad in Ester Republic*
- ❖ Advertising Due Dates for Oct / Nov *Info needed at least 2 weeks before event*
- ❖ Free advertising ( Latitude 65, Marquee, KUAC radio and TV )
- ❖ Misc *Need back up person to carry the ball when Lorrie and/or Holly are out of town. Jack volunteered.*

**Admin Asst:** Sydney

- ❖ Admin Asst position / volunteer intent *Sydney wishes to scale back her duties. She will work registration but wants help for opening and closing.*  
*Saturday – Scott and Sue will open and close*  
*Wednesday - Janet will open and close*  
*Monday – Sydney will open and close*
- ❖ Class attendance Update – *Not available*
- ❖ Misc
- ❖ Organize Preregistration for second session *Sue has forms done*

**New Business**

- ❖ Annual Members Meeting *Made a list of accomplishments to present at annual meeting. Decided to not discuss our good account balance. Just say we are in the black.*
- ❖ Donation for United Way ( Scott B. ) *We approved donating 2 dance classes to United Way.*
- ❖ DJ or Live Music @ Social Dances ( Stan ) *Stan moved that the club authorize up to \$50 to pay a DJ to provide music at social dances. Sue seconded*  
*Discussed need for DJs to play the dances currently being taught and having adequate variety. Approved by unanimous vote. Stan to follow-up.*
- ❖ Live Music Info ( Steve ) *Steve has researched options for live music. We tried dancing at a Community Band practice and found good lindy hop and fox but little else. Girls with Guitars charge \$400. Mighty Untouchables? David Steven’s Band? Might need to intersperse band with recorded music. No decision.*
- ❖ Ballroom group e-mail update *My notes show nothing here – did I nod off?*
- ❖ Misc

**Old Business**

- ❖ Policy and Procedure Manual ( Stan ) *The entire manual was approved with the following exceptions*  
*Jack agreed to rework the section on spending authority*  
*Since Sydney was not present so we skipped “Classes and Workshop”*  
*“Communication Chair” section will be updated by Holly and Lorrie*

*Sue will provide current version of hall opening/closing procedure (note that we don't need to approve this part as it is a NLDC document)*

- ❖ *Credit Card Machine Update ( Janet ) Janet presented data she gathered about credit card machines. The one with the best prices wants a 3 year commitment. Dropped the idea for now.*
- ❖ *2006 Taxes Sue says we submitted but we are resending via certified mail to be sure.*
- ❖ *Tri fold Brochure Kurt has the brochure nearly done but needs it converted to another software. Lorrie moved and Stan seconded and by unanimous vote we approved spending \$100 on the conversion.*
- ❖ *Misc*

**Member and Public Comments** *None*

**Meeting Review and Wrap up**

- ❖ *Comments Meeting room cold and noisy.*
- ❖ *Set November Board Meeting ( Time and Place) **November 15 FRA (hopefully)***
- ❖ *Adjourn*