



Ballroom Dance Club of Fairbanks, Inc.

Board of Directors
August 21, 2008 Minutes

Meeting was called to order at about 6:00 p.m. at FRA

Directors Present: Sue Waryas (left early), Scott Bates, Jack Schmid, Stan Justice, Holly Stack, Janet Thorpe, Scott Luper, Nam Joen, Holly Buzby, Tom Duncan

Absent: Sydney Seay

Staff: None

Guests: None

A quorum was present.

Agenda Review

- ❖ Additions *Free dance lessons for Sandra and Less*
- ❖ *Donation requests from FRA*
- ❖ *Two Vacancies on Board*

Presidents Report

- ❖ Report *Jack noted the good work getting fall schedule going and the great summer practice sessions*

Treasurers Report

- ❖ Monthly Financial Report *Janet circulated financial data. We are ahead \$2804.55 for the year. Discussed reworking categories so social dances income and expenses show clearly.*

Secretary's Report

- ❖ Misc *Nothing to report*

Consent Agenda

- ❖ Approve May Minutes *Minutes approved with no changes*
- ❖ Note lack of quorum for the July meeting
- ❖ E- decisions (July)
 - Approve donation of dance lessons to Contra Dance auction. *Confirmed the decision.*
 - Approve special dance for Phil's going away party. *Confirmed the decision.*

New Business

- ❖ Hiring paid Administrative Assistant. *This topic generated considerable discussion. We determined that there is a job description but perhaps too much was included. Mostly looking for someone to oversee the lessons. We did rough calculations and figure the cost might be \$8000 per year at \$11 per hour. Some think we should pay \$15 per hour. Sydney has hinted she wants to do less. We formed a subcommittee of Scott L. Holly S. and Jack S. It was moved and seconded that we pursue hiring admin staff. Vote was unanimous in favor.*
- ❖ Instructor rates
- ❖ Variable pay scales for instructors. *We have various levels of skill and education with our instructors. Beginning level classes get more students so instructor gets higher pay. Advanced level classes have fewer students so instructors get paid less. Current scale keeps instructors interested in teaching low level classes and we commonly allow advanced class to happen even if they don't meet minimum class size. Instructors also have to "sell" their classes. Board seemed reluctant to be in a role of deciding that some instructors should get more pay than others. Decided Program committee will work with instructors to arrive at a recommendation for board consideration.*
- ❖ Review sessions to start the season *With season fast approaching the concept has changed to providing review sessions during the dance season. With our full schedule it may be hard to work the sessions in. The hour free lessons at social dances is one possibility. Using half of Saturday practice was also suggested. It was moved and seconded that the Program Committee pursue review sessions. Vote was unanimous in favor.*
- ❖ Mary Christensen's offer to provide instructor airfare (reward miles) in lieu of reimbursement for BDCF funds paid for JJ's and Megan's workshop lessons on the Havana Alaska cruise. *We paid Mary \$300 but JJ and Megan did not go on the cruise. Instead of retuning the cash Mary would like to donate AA miles for an outside instructor to come to Fairbanks. Discussed the effect on our bookkeeping. It was moved and seconded that we accept Mary's offer. Vote was unanimous in favor.*
- ❖ Bid to purchase the "ballroomfairbanks.com" domain *Richard Kemitz saw it for a good price and bought it. Board approved reimbursing Richard.*
- ❖ *We have a policy of free lessons for people that open and close so Sandra, Les and Mike will get lessons under that policy.*
- ❖ *It was moved and seconded (Sue and Scott B.) that we donate lessons for two for RCPC to auction off. Auction is Nov. 1 at Pikes. Vote was unanimous in favor.*
- ❖ *Adrienne Myers of Florida request funding assistance for schooling. Board declined but did discuss helping local kids wishing to pursue dance in college.*
- ❖ *Discussed the two vacancies. We also have a half vacancy as Holly S. will be in Mexico a lot). Mike (recently retired) and Beth Leonard were suggested. Also decided to advertise the open slots in e-news. We identified advertising as an area where we need help.*

Old Business

- ❖ Policy manual – board section *With some formatting corrections the section was approved. The changes were moved and seconded (Scott B., Sue W.) Vote was unanimous in favor. The entire manual is now approved.*
- ❖ Tundra Caravan use of dance hall on Saturday, September 20 for the entire day. Adjust fall classes accordingly *Done*

Committee Business

Programs: Scott L. Chair

- ❖ *Scott L. feels we have a strong schedule but feels bad that Heather is not included. There is an 8-9 slot of Tuesday. He also suggested two classes at Artisans Plaza on Thursday, ECS, and Lindy. Tom express concern about getting over extended. Scott will contact Heather and see what can be arranged.*

Social Activities: Holly Stack chair

- ❖ *First social dance is September 6 and Wade and Tanya will do a review class from 7:30 to 8:30*
- ❖ *Holly proposed a ball Oct. 11 at Artisans Plaza. Lavelles would cater for \$2000 and include a no host beer and wine bar. It was moved and seconded (Scott, Stan) that we pursue an October ball. Vote was unanimous in favor.*

Facilities & NLCD : Sue

- ❖ Misc
- ❖ facilities report *No report as Sue had to leave.*

Membership: Scott B. or other representative

- ❖ Committee Report *Nothing to report.*

Publicity:

- ❖ *Holly and Holly are ready to get newsminer ad out as soon as info is final. All the free stuff will also go out.*

Member and Public Comments *None*

Meeting Review and Wrap up

- ❖ Comments *None*
- ❖ Confirm next Board Meeting *Next board meeting September 18 at FRA at 6 PM (food at 5:30PM)*
- ❖ *Adjourned*