



Ballroom Dance Club of Fairbanks, Inc.

BOARD OF DIRECTORS MEETING MINUTES August 18, 2006

Meeting was called to order at 6:05 p.m.

Directors Present: Margo Matthews, Steve Nelson, Patty Nelson, Rae Dinsmore, Sue Waryas, Scott Luper, Anya Goropashnaya, and Karen Maier

Members Present: Terri Babers

Absent: Mary Lindahl, Richard Kemnitz

Agenda Review

Margo gave us a summary of the agenda and our goal of obtaining a vision statement for the club. Margo also outlined the need to finalize the Administrative Coordinator contract for the upcoming year.

President's Report

Margo handed out an updated board member address/contact list. She then turned the meeting over to Terri Babers who led the group in an inspiring exercise to develop a vision for the BDCF which will be a cornerstone in developing the strategic plan.

Treasurer's Report

In Mary's absence Margo handed out the updated financial Excel report dated August 17, 2006.

Consent Agenda

Motion was made by Rae and seconded by Sue to approve the minutes for April and a motion made by Sue and seconded by Patty to approve the minutes for June, both motions carried and April and June minutes were entered into the record.

E-decisions since our last meeting included:

1. The donation for a gift certificate for Habitat for Humanity for two 6-week dance classes. Motion was made by Sue and seconded by Rae, motion carried and entered into the record.
2. The proposal to standardize contracts to include:
 - a. the rate per student does not change (\$3.50 for a single instructor, \$4.00 for dual instructors).
 - b. the minimum pay per class is changed from \$40 to \$50.

- c. A clause to allow the Board to cancel a class session if the minimum number of students is not met will be included in the contracts.
 - d. Standardizing the term of the contact to run from September through May.
- Motion was made by Sue and seconded by Rae, motion carried and entered into the record.

Karen also reminded Margo about the changes that needed to be made to the Policy and Procedures Manual. Margo agreed to get with Don on the changes to the manual.

Non-Committee Business

Margo addressed the need to make a decision on the Administrative Coordinator contract. Sydney is interested in continuing to fill this position and discussion was held on the benefits of having the contract extended. Motion was made by Sue and seconded by Rae that we extend a contract offer to Sydney from September through May 2007 to continue as our Administrative Coordinator. Her duties would include but not be limited to opening and closing the hall, records for NLCD and BDCF, registration, bill paying and coordination with the Board of Directors. Her salary shall continue at \$11.50 per hour however we will abate her membership dues and offer one free class each session. Motion carried.

Margo handed out a copy an invitation from the Fairbanks Art Association's "Charlie's Party for the Arts" held in June as a point of interest since we donated two dance lessons for the event.

Margo also stated that she had completed the review of the by-laws for NLCD and submitted her suggested changes to Isabelle so her job is now complete.

Policy Business

- None at this time.

Committee Business:

Program/Scott

Classes for the fall session will be Monday; SEI and SE III and Tango taught by Wade and Tanya and Wednesday; West Coast Swing taught by Jerry and Intermediate and Beginning Salsa taught by Megan. All instructors have agreed to teach using the standard fee. Wade and Tanya will be giving a waltz lesson prior to the dance on August 26th from 7:30 to 8:30 and we agreed to pay them \$50.00 for the lesson.

Discussion was held regarding changing the name of Social Ease I, II & III to Beginning Ballroom, Beyond Beginning Ballroom and Intermediate Ballroom starting in 2007. Motion was made by Rae and seconded by Sue to adopt the name changes. Motion carried.

Margo stated that Sydney will be unavailable for the first night of registration on September 11th. Rae stated that she would be out of town, and that Scott Bates would be there (as her proxy), and if necessary could get Kurt Dinsmore and Lorraine Peterson to assist. Steve and Patty also said they would be available. Margo stated we needed to get the maximum class size from Sydney and place that in the policy manual.

Anya reported on the Mary Christensen's Latin Dace workshop scheduled for the end of September. Private classes will be available on September 29th and 30th.

Social Activities/Steve and Patty

The social dance for August 26th is in need of a host; also Margo suggested that we gear the first hour of music to waltzes to allow everyone to practice what was learned at the free lesson. It was also brought up the need to remind all dance hosts to select plenty of music to compliment the current classes being taught.

Communication/Margo

Mary brought up the need to change our greeting on the phone and if answering the messages is being covered. Rae said she will be changing the message Monday and has been checking any messages on the phone.

Margo said our tri-fold brochure is on hold and suggested a name change for the committee from Communication to Publicity.

Facilities/Sue

The problems with the floor have been addressed. Sue attended a meeting with Bill Mudd and Jim Deringer of Service Master to address the issues of scuff marks being waxed over by the cleaning company. Sue spoke of the need for us to better “police” folks and the type of shoes they are wearing. Perhaps have a test board for shoes to be tested. We all need to be more vigilant in watching for folks with improper shoes and asking them to remove them or put on shoe covers. Sue stated BDCF has agreed to pay to have the floor cleaned, and also Isabelle requested we remove the old cart that held tapes. Margo said she would take care of it.

Ramp maintenance issues have been turned back over to NLCD; however Sue reminded us that we need to sweep the deck when we use the hall. The only other issue was an email received on replacing toilet paper in the rest rooms, which requires no action at this time.

Membership/Anya

Everything seems to be running smoothly at this time.

Northern Lights Council of Dancers/Richard

- None at this time.

Next Board Meeting

The next meeting will be Tuesday September 19, 2006 at 5:45 p.m. at the hall if it is available. If the hall is unavailable Karen volunteered her home.

Adjourn 9:00 p.m.