



# Ballroom Dance Club of Fairbanks, Inc.

## BOARD OF DIRECTORS MEETING MINUTES October 17, 2006

Meeting was called to order at 6:12 p.m.

Directors Present: Margo Matthews, Steve Nelson, Patty Nelson, Sue Waryas, Scott Luper, Mary Lindahl, Rae Dinsmore, Anya Goropashnaya and Karen Maier  
Administrative Coordinator: Sydney Seay  
Absent: Richard Kemnitz

### **Agenda Review**

Margo supplied each member with a copy of the agenda and due to Mary's time constraints we opened with the treasurer's report and Publicity Chair's report.

### **Treasurer's Report**

Mary handed out her Excel Update for October and reported our net income for the period was \$6,971.45. The balance in checking is \$9843; savings \$2,325; CD's \$28,191; and a balance of \$50 in petty cash to be used at dances. Cash deposits were \$6,380 for Session 1 classes, and \$298 for September 15 and October 7 dances. Our Salsa workshop had a net loss of \$58 Mary indicated that all instructors have been paid for the first three weeks of lessons.

Publicity/Mary - Mary also reported on costs for advertising for the ball; the ad will run two Sundays and one Thursday would be approximately \$450, also discussed was cost for tickets, it was felt \$30 each with no discount for members would make accounting much easier. Steve added that Kurt will change dates on flyers and complete tickets. It was decided to do the "free" radio advertisements.

### **President's Report**

NLCD - Margo reported she attended the annual membership meeting and a somewhat different version of the bylaws amendments; other than what she had suggested were passed. She stated the meeting was very well attended, Sue added that the demos were delightful, Don and Mary; Steve and Patty; Stan and Anya as well as Megan and JJ. Megan and JJ's demo was off the charts and they really wowed the crowd. It was a great presentation for our club and we had several volunteers who stayed and cleaned up. Margo felt that we got some good promotion and some good will since there were 70-80 people in attendance at the dance.

Swing Club - Margo advised us the Swing Club desires to help with the instructional event, with Walter Dill. Walter is also interested in going into the schools. They would like to have him come up and collaborate with BDCF to make this happen and also combining forces with Lathrop Swing Club. They are looking at sometime in January possibly the weekend after New Years.

Miscellaneous – Margo mentioned that she previously reported that all instructors had agreed to the standard contract; however Jerry has taken exception expressing a different view of the ending date that he revised to October 18, 2006. If Jerry is to teach again it will be necessary to enter into a new contract. Margo passed out an Instructor Contact sheet for our current board approved instructors and she will also be preparing a list of officers for BDCF.

Margo further reported that Kurt had attended the meeting of Alaska Tourism Industry Association in Valdez and had opportunity to meet with folks from the Fairbanks Convention and Visitors Bureau to facilitate ways for visitors to tap into the local social dance scene.

### **Administrative Coordinator's Report**

Sydney reported she has the fliers ready for next session and also has some positive feedback on the \$30 repeat class discount. She is excited about classes for next session and further reported that we had a good attendance in all areas for both Monday and Wednesday classes last session. She has been approached by a Lathrop teacher wanting to video our classes for her students. She mentioned further that we had a good turn out at the Spur last weekend.

### **Consent Agenda**

Motion was made by Steve and seconded by Rae to approve the minutes for September 19, 2006. Motion carried and minutes for September were entered into the record. There have been no e-decisions since our last meeting.

### **Committee Coordination Business**

Margo spoke of the need for a timeline for classes and events to try and get an overall picture and have opportunity to revise if necessary. The goal would be to have classes for the next session lined up by the third week of current session to get a broader picture of events and have ample opportunity to have appropriate advertising deadlines met as well as passing out fliers for the next session prior to the end of current session.

Board discussed having the Program Committee make class selections and secure the appropriate instructors. Karen suggested to facilitate the Program Committee's selection process the board pre-approve a list of instructors. The Board agreed that the Program Committee will work towards setting up classes twice a year, well in advance, with the understanding that there may need to be adjustments made later on. Scott, will work with Mary on the timeline so he knows when the adjustments need to be done by. The Program Committee will give the final class selections after adjustments are made to the Board by email for approval. The Program Committee will also be responsible for running background checks on instructors.

### **Non-Committee Business**

Margo outlined the exiting board members and wanted everyone to be thinking about nominations for next month's Annual Membership Meeting scheduled for November 17, 2006 at the hall prior to our dance. The purpose of the meeting will be to accept nominations for board positions. We went over the meeting requirements and timeline for meeting notice. Discussion was held on keeping the annual meeting simple without an open forum; Steve suggested we list some of our accomplishments over the past year. Rae suggested we get written proxies so we avoid last year's problem of meeting a quorum. Margo will make up a proxy form and short agenda to include a President and Treasurers report. We talked about the need for bios for existing and potential board members. We need to check with Richard on how we handled last year. Margo has the hall reserved to accommodate the meeting schedule.

Rae had a request from an individual to offer a demo at a company Christmas party. The board thought it might be a good idea and we discussed Wade and Tanya would be an excellent choice and we would offer to pay them. Rae will be getting more information and then check with Wade and Tanya or possibly Megan and JJ.

### **Policy Business**

Discussion was held regarding class size and maximum enrollment. It was felt that for Wade and Tanya a class size of 36 seemed to work fine. Motion was made by Scott and seconded by Rae maximum class size be held at 36 students. This will be added to the policy manual.

### **Committee Business:**

Program/Scott - Fall classes are going great; our Salsa workshop was excellent however Scott was concerned how the Board felt with the small financial loss incurred. The Board as a whole felt our goal was to bring dance opportunities to our membership and a small loss wasn't a concern.

Scott is working on the Walter Dill workshop with the Swing Club, Anya mentioned Lathrop needed some choreography and Margo said that Terri Babers has reserved space at the Wood Center. Steve reminded Scott to use the events form and Margo interjected to remember Mary Christensen's open offer for housing to visiting instructors.

Rae proposed the possibility of a second workshop, in the spring and sharing the cost with the West Coat Swing Club in Anchorage; she has an instructor from Chicago in mind and will be contacting them.

Social Activities/Steve and Patty – Steve reported we have a ballpark figure of \$2,020 for the ball. Patty summarized food and expenses for the spring 2006 Moonlight Ball which lost \$600. Kurt is doing a new music mix for the ball and the Princess has a block of rooms for \$59. The board discussed last year's loss and felt this year all tickets would be \$30 without the usual discount for members, Patty stated we ordered less food since last year we had so much left over so we should come closer to breaking even with this event. Karen has contacted Joyce McKenzie and will be getting price list for photo packages and will email to board for final decision.

Patty stated weekend dances are pretty well covered for now, everyone seems to be afraid of the music, also she still needs to contact Stephanie Brown who would like to host a dance.

Northern Lights Council of Dancers/Sue – The annual membership meeting went well and there was a good turn out. We had a request by Tundra Caravan to use the hall on October 6, 2007, Sue will check calendar to see if we can get another weekend. Motion was made by Sue and seconded by Rae to allow their use of the hall, motion carried. Sue also said Isabelle has a proposal for a multi club free community dance on New Year's Eve. Everyone liked the concept but it was felt we couldn't come up with the volunteers necessary. Attached are the minutes from the October 10, 2006 meeting.

Facilities/Sue – Sue reported that the basement is okay and our section is in great shape our only real issue is the floor and we are doing a better job of policing it and it is looking better.

### **Membership/Anya**

Anya reported our membership was unchanged from last month we remain at 144 members and she anticipates that will change with the start of the new session.

**Next Board Meetings**

The Annual Member meeting will be Friday, November 17, 2006 and the next Board meeting will be Tuesday November 21, 2006 at 5:45 p.m. at Karen's and a meal will be provided.

**Adjourn 9:03 p.m.**