



Ballroom Dance Club of Fairbanks, Inc.

BOARD OF DIRECTORS MEETING MINUTES September 19, 2006

Meeting was called to order at 6:20 p.m.

Directors Present: Margo Matthews, Steve Nelson, Patty Nelson, Sue Waryas, Scott Luper, Mary Lindahl and Karen Maier

Absent: Rae Dinsmore, Richard Kemnitz and Anya Goropashnaya

Agenda Review

Margo supplied each member with a copy of the results of the Vision Session for their review.

President's Report

Margo reported that as a thank you to Terri Babers for her work on the visioning session the club purchased some Post-It Chart Pads, Terri was thrilled and expressed her appreciation. Margo also reported that all contract negotiations have been completed and all instructors have agreed to the standard contract. Each member was given a "Vital Information" sheet which contains information of importance for the Board Members. We were also advised that she has completed her review of the Bylaws for NLCD and submitted her proposed changes.

Treasurer's Report

Mary passed out the Financial Update for September 19, 2006, noting this report does not include fees for the current session of classes. Our net income for this period was \$1,361.22.

Consent Agenda

Motion was made by Sue and seconded by Scott to approve the minutes for August 18, 2006. Motion carried and minutes for August were entered into the record.

E-decisions since our last meeting included:

1. The minimum class enrollment, the results were 8 to 3 in favor of keeping the minimum at 10 per class.

Committee Coordination Business

Margo distributed copies of the Administrative Coordinator's contract between Sydney Seay and BDCF. Discussion was held regarding the contract; Mary inquired about stocking the hall with snacks for dances and Sydney and Sue have coordinated those efforts. Sue brought up the need for us to get new W-9 forms for our contractors each year. Karen suggested that those forms be attached to the contract and executed at the same time so we can meet our IRS obligations. Both Sydney and BDCF have approved the contract running through end of May 2007.

Mary discussed the need for a timeline for class and event decisions to be made based on our needs to meet advertising deadlines. Mary gave everyone a summary of Board/Committee Positions for 2006 detailing the areas of responsibility for each committee. She elaborated on the need to handle some items within the committees and spoke of getting ahead of the power curve on annual decisions to meet advertising deadlines (Arts and Entertainment) and scheduling events.

Mary requested volunteers for the upcoming Salsa workshop and requested the Program Committee's assistance with the workshop on September 30 and October 1. Volunteers are needed 9-5 on Saturday and 12-6 on Sunday. Mary said Don would be available for Sunday and Scott agreed to speak with folks at Wednesday classes to see if he can enlist some volunteers to fill in the rest of the blanks. Scott also agreed to take care of opening and closing for the workshop. Discussion was held regarding how to handle volunteers for workshops and possibly offering free classes on our next dance session.

The board also discussed possible future social activities to include the Lathrop Swing Club for the first dance in October and possibly a Karaoke night dance.

Margo spoke of committee structures and the need to involve the board less in those types of matters allowing the board to focus on long range projects, policy and directions. We need to enlist the help of more volunteers on the committees; to that end Margo gave each member the current list of volunteers.

Non-Committee Business

Margo noted that the annual membership meeting will be held on Friday November 17, before the dance. Nominations for Board members will be accepted at the meeting. Margo gave an overview of the board and the positions that will be vacated; Vice President – Steve Nelson; Social Activities – Patty Nelson; Secretary – Karen Maier; President – Margo Matthews; Membership – Anya Goropashnaya; and NLCD – Richard Kemnitz. Margo noted that NLCD is only a one year appointed position. Positions expiring in 2007 are Sue Waryas, Rae Dinsmore, Mary Lindahl and Scott Luper. Margo requested that we be thinking about nominations for the upcoming election.

Policy Business

The issue of maximum enrollment was tabled.

Committee Business:

Northern Lights Council of Dancers/Sue

Sue advised us of the annual meeting for NLCD on September 30th at 6:00 p.m. and will end at 7:30 p.m. The bylaws will be reviewed and put to a vote at the membership meeting. After the meeting each club is to provide a demonstration of dances offered. The dance is open to board members and member of each club, but will not be open to the public. Sue also reported that the insurance will remain the same this year at \$4.10 per person. The floor continues to be a big issue; Sue passed out a copy of instructions for opening and closing and gave a checklist to Margo. Isabelle will give Service Master a new contract and Sue anticipates things to smooth out.

The board discussed the opportunity to have a small demo at the NLCD meeting, and agreed to place on e-news for participants to the meeting. Margo will ask Kurt if he is interested in participating in the demo; if not Steve will check with Wade and Tanya, and Megan and JJ.

Sue discussed the October 7th request for the hall by the Tai Chi group and the board felt that in light of the fact that practice has been cancelled three weeks in a row it was just too much and we declined their request.

Program/Scott

Classes for the next session will be Monday; SEII and SE I and beginning Rumba and Cha Cha taught by Wade and Tanya. Scott reported that we still had one slot open on Wednesday and possibly Jeff Bovee could teach Jitterbug or Judy Kreith could teach Swing Dance for Beginners, Scott said he will let us know by September 27th.

Sydney reported classes are good and suggested a Thursday practice from 5:30 to 7:00 since our Saturday schedule has been interrupted; she also agreed to host the session. Mary reported that the summer Monday practice averaged about 8 people and that JJ has returned the key to Don. Scott reported that Patty Davis withdrew her offer for the Tango workshop.

Facilities/Sue

Sue reported that the videos have been relocated to the new TV stand and Margo removed the old stand. Sue also said that our basement needs to be cleaned out by October to prepare for the Fire Marshal's annual inspection. Sue said she would take care of it.

Social Activities/Steve and Patty

Steve stated the date for our Harvest Ball and Moonlight Ball changed due to a scheduling error made by Princess. The new dates for the balls are:

Harvest Ball - November 11, 2006

Moonlight Ball - February 17, 2007

Harvest Ball - November 10, 2007

Moonlight Ball - February 9, 2008

Harvest Ball - November 8, 2008

He will be meeting with Princess to secure these reservations and place a deposit. He will also check with Kurt on posters and tickets for the balls. Karen will check with Joyce McKenzie regarding the possibility of portraits being taken at the ball. Steve also suggested a reception dance for Matt and Amy sometime in November. We agreed to hold all three dances in November.

Publicity/Mary

Mary reported that the Arts & Entertainment advertising is out and will cover 5 months this time and stated that for an additional \$20.00 information could be placed on the web site with a link to our site. We will check with Richard to get his advice on this option.

Membership/Anya

Karen reported that Anya had called with the membership number of 144.

Next Board Meeting

The next meeting will be Tuesday October 17, 2006 at 5:45 p.m. at Karen's home and soup and salad will be provided.

Adjourn 8:57 p.m.