

BOARD OF DIRECTORS MEETING
MINUTES
August 17, 2005

Meeting was called to order at 6:30 p.m.

Directors Present: Terri Babers, Sydney Seay, Megan Allen, Sue Waryas, and Karen Maier

Minutes:

Minutes from the June 6, 2005 meeting were approved and entered into the record.

Committee Reports:

- Social/Angie - none at this time, update will be emailed.
- Program/Megan – Terri read a letter of appreciation from Richard and Deborah Franchek. It was agreed that a copy of this letter would be passed along to Wade and Tanya. Also reported was that the Tango lessons have gone well and are paying for themselves.
- Treasurer/Sydney – The BDCF has an available balance of \$22,255.57. Discussion was held regarding converting financial data to QuickBooks so we may have a formal income statement. Sue volunteered to do this and she and Sydney will work out the details. Megan also asked about any CD's that the club may have, Terri will be checking on this and report back next meeting.
- Membership/Anya – none at this time.
- Facilities/Sue – things seem to be working out okay, Isabelle noted after our last dance someone had worn shoes that left black marks on the floor and we need to be more careful in the future. Terri noted problems with the side door not completely locking and Sue indicated that there was a problem with the front door as well. Sue will contact Isabelle to request that we get the locks checked. Sue also volunteered to update BDCF events on the NLCD posted calendar.
- Communication – Terri will be placing an additional display ad in the Fairbanks Square for \$60.00
- NLCD/Richard – none at this time.

Context: (Old Business)

- A key still needs to be obtained from Isabelle for Karen. Sue will make sure that happens.
- BDCF Policy Manual remains on the table; Discussion was held on the real need to get this moving and Megan suggested an on-line format would probably work in the interim.
- DOL audit still remains an issue; we have not heard anything from Robinson's office, Terri will once again follow up and try to obtain an answer.
- Tango sessions were a success and will be turned back over to the Swing Club at UAF the second week of September.

Content: (New Business)

Programs

- Discussion was held regarding increasing the fees for the Salsa class which will be 1-1/2 hour class. The increase would equate to \$12 each/\$72 per session for members and \$15 each/\$90 per session for non members. Respectively the instructor fee will increase from \$3.50 per student to \$5.25.
- We discussed the instructors being responsible not only for invoicing the club, notifying the club of proof of insurance, but also taking attendance at the classes. Sue and Sydney will devise a system of name tags for the students to facilitate taking attendance.
- We discussed ways to streamline registration and possibly a carbonless paper to act as a receipt would help. The problem of refunds was also discussed and it was decided that no refunds will be granted past the second week of classes, this will also better enable us to better calculate instructor fees.
- Terri suggested increasing the instructor fees for couples who teach. It was agreed that the fee for a couple instructing would increase from \$3.50 per hour to \$4.00. Everyone agreed the benefits of having “lead/follow” examples in instruction was a valuable benefit to the students.
- We discussed the class session schedule, having two sessions in the fall and three in the spring with a week break in between the sessions. We will keep the hall scheduled and this will give us some flexibility in case of cold weather cancellations. If there are none, perhaps an extra practice session could be held.
- An Official Angel list needs to be compiled and Sydney volunteered to work on the list.
- Volunteers are in such short supply that Terri had an offer for the Saturday practice sessions. Kevin Barnes has purchased some private lessons and has requested use of the hall one hour before the practice session. In return he has agreed to host the Saturday practice. The fee for the hall will be \$10 and Sue will reserve the club for the time. It was unanimously agreed that we should pursue this option.

Managing Director Position

- Terri reported that she has met with Tom Howard regarding our interest in the MAST (Mature Adults Seeking Training) program. We have developed a job description, consisting of approximately 80 hours per month. A schedule of hours for the position still needs to be completed and we must provide some office space. We discussed the possibility of obtaining a locking armoire to house a computer, printer, file cabinet and phone to be placed at the hall. The motion was made by Megan and seconded by Sydney that we put a \$2,500 budget for this effort and quotes would be obtained for the equipment. The motion unanimously carried.

By-Laws Review Team

- Kurt Beyers and Don Turner have agreed to work in mid September to work on the by-laws.

Waltz Night/Starlight Ball

- Waltz night was cancelled for November and the Starlight Ball has been scheduled for February 11, 2006.

Up-Coming Board Vacancies

- Everyone was asked to consider the upcoming vacancies on the Board. Megan will be teaching and effectively will tender her resignation as Program Chair. Terri will call Patty to see if she is interested in serving on the Board.

Conclusion:

The next Board meeting will be in September 9, 2005 at 6:00 p.m. The meeting was adjourned at 8:05 p.m.