

**BOARD OF DIRECTORS MEETING
MINUTES
September 23, 2005**

Meeting was called to order at 6:06 p.m.

Directors Present: Terri Babers, Sydney Seay, Sue Waryas, Richard Kemnitz, Anya Goropashnaya, Margo Matthews and Karen Maier.

General Members Present: Jen

Minutes:

Minutes from the August 17, 2005 meeting were approved and entered into the record.

Committee Reports:

- Program/Vacant – none at this time.
- Social/Angie - none at this time. Terri will check and see if Angie is still interested in serving.
- Communication/Vacant – Terri showed us the 4 Square and Winter Survivor Guide in which we have placed ads. Don has been doing the events calendar.
- Facilities/Sue - keys have all been distributed. We need to update our closing instructions to include removing black marks from the floor as this has been a persistent problem.
- Membership/Anya - presently she is emailing everyone each month regarding the expiration of their membership. Terri added that a possible increase in membership fees be considered in the future.
- Treasurer/Sydney – the 3-part registration forms worked wonderfully. It was decided that no refund would be given after second week of classes and no refunds for missed classes. Our deposit to checking was \$5,552.00 representing fees for memberships and classes. She further reported she is working with the phone company on having the phone reconnected. Terri also added kudos for Sydney on a job well done for all her extra work!
- NLCD/Richard – Richard reported that he has been mostly out of town and was not able to attend the last NLCD meeting. He did reiterate though that facilities has been a chronic problem.

Content: (New and Ongoing Old Business)

Program

- New session will start October 31, 2005.
- Monday's schedule will be Social Ease I and II and possibly Cha Cha/Rumba taught by Wade and Tanya.
- Jeff will be unavailable in November for Wednesday classes so Terri will approach Kurt on a possible West Coast swing class. Wade and Tanya could teach Social Ease on Wednesday and Megan will continue with Salsa.

Social

- Discussion was held on continuing need for sponsors for dances. Terri will check with Angie to see if she is still interested in finding sponsors.

Communication

- Terri reported that we need a volunteer to distribute posters; most other items have been covered at this time.
- Richard reported he is coordinating calendars and will post October/November events.
- Sue stated she has been receiving communications from Isabelle regularly.

Facilities

- Sydney reported that Isabelle is now requiring numbers on people attending events; we need to add these totals to close out list.
- Terri will request Don up date our closing list accordingly to incorporate attendance numbers.
- Angie has agreed to close on Wednesday evenings during the month of October.

Managing Director Position

- We are still moving in this direction, we still need to obtain “office space” and Terri will contact Terry Daniels regarding researching a computer/printer and armoire to be placed at the hall. Sue moved that we ask Terry Daniels and the motion was seconded by Sydney and was unanimously accepted.
- Richard also suggested that we consider a backup of the music as well and wireless internet when researching equipment.
- Terri spoke with Isabelle and space doesn't seem to be a problem at this time and Isabelle expressed an interest in the Director Position concept.

Audit

- We still have had no response on the audit.
- All current instructors have W-9 and have been requested to produce a copy of their business license.
- Sydney reported that there will be no need for additional insurance by each instructor.

By-Law Review Team

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

Policy Manual

- Remains on the table.

Open Board Positions

- Richard agreed to research the Bylaws regarding Board Member terms since we are faced with a number of vacancies in the not too distant future.
- Members were asked to submit a biography to Don by October 3rd in an effort to have club members better know who is serving on the board and also in preparation for upcoming elections of officers.
- We discussed the open positions on Program and Communication as well as the process for election of board members.
- Terri discussed that Richard's position with NLCD was an appointed position and not an elected one.

Conclusion:

The next Board meeting will be in October 20, 2005 at 6:00 p.m. The meeting was adjourned at 8:50 p.m.