



# Ballroom Dance Club of Fairbanks, Inc.

## BOARD OF DIRECTORS MEETING MINUTES May 18, 2006

Meeting was called to order at 6:00 p.m.

Participants: Margo Matthews, Steve Nelson, Patty Nelson, Rae Dinsmore, Sue Waryas, Mary Lindahl, Richard Kemnitz, Anya Goropashnaya, Sydney Seay.

Absent: Karen Maier.

### Agenda Review

Margo gave us a summary of the need to go into executive session to discuss instructor contracts and explained that if non-members were in attendance that we would take their comments first.

### President's Report

Jen Harmon has resigned from the board due to time constraints; she gave her key to Don Turner. Margo asked Sue to update her key records to reflect that.

Margo handed out an updated board member address/contact list.

Margo asked Don Turner to update policy and procedure manual from Karen Maier's board minutes this summer, and he agreed.

### Treasurer's Report

Mary handed out the updated financial Excel report for April (blue paper).

Reviewed instructor fee breakdown.

Reviewed IRS penalty appeal. We need to get into our records that Mary is authorized to deal with the the IRS on behalf of the club.

- **Motion** made by Sue that Mary is authorized to handle IRS interactions in representation of the board of directors. Rae seconded the motion and motion carried.

CD update and discussion:

- **Motion** made by Rae to move 8K to a short term CD for the summer, Sue second, motion carried.

Received \$500 back from Michael Smith/UAF Latin Club.

### Consent Agenda

Minutes - postponed approving last meeting's minutes until June meeting in order to get corrections to Karen. Karen tracks email decisions, Margo could not think of any.

### Non-Committee Business

Discussion of proposal to donate certificates for 2 free dance class sessions to the Fairbanks Arts Association Charlie's Party fundraiser.

Benefits: Opportunity to bring in or attract new students.

Richard Kemnitz has the request from Leafy McBride; we gave a dance class certificate donation last year.

- **Motion** made by Richard to provide certificate for set of lessons to Leafy for Fairbanks Arts Association fundraiser, Rae second, motion carried.

Anchorage West Coast Swing Club – Sydney to follow up on membership/email list.

Lathrop High School Swing Dance Team donation proposal presented by Mary, and Board discussion.

- **Motion** made by Rae to give \$200 cash donation, second by Sue, motion carried.
- **Motion** made by Rae offer one dance per semester for the Team to host, to be coordinated with Steve and Patty, Lathrop Team do the music, we pay hall rent, Lathrop Team keep the proceeds; Sue second, motion carried.

Mary received an e-mail from Mary Christianson offering to house visiting instructors at her bed and breakfast at a significant discount. She has a small dance studio on the premises, which makes it nice for instructors. This is a generous offer, which we should keep in mind when we bring in instructors from out of town.

### Policy Business

Discussion and review of production of music CD's to distribute to students for dancing.

- **Motion** made by Margo to draft language for policy manual reminding us that it is illegal to copy music for distribution to others, ref. Terry Daniel e-mail not to infringe on copyright law. Rae second, motion carried.

### Instructor Contracts (Executive Session)

#### Committee Business:

##### Facilities/Sue

Richard and Sue have found a TV stand storage unit for \$700 with additional \$250 shipping. Putty color. Shipping address will need actual physical address for delivery.

##### Membership/Anya

Nothing this time.

##### Social Activities/Steve and Patty

June – no dance scheduled.

July – Golden Days Dance – will be hosted by Terry and Jeannie Daniel.

August Dance – will decide on free lesson at June meeting.

##### Program/Rae

We need to have fall class proposal by June meeting and final decision by July meeting.  
Rae requested Steve assistance on Program Committee.

Proposal by Mary for summer intermediate dance workshops on Sun/Mon. evenings – discussion and decision:

- **Motion** by Richard that Mary can use our name to rent the hall in June and she will be responsible for all details including opening and closing the hall. Rae second, motion carried.

Northern Lights Council of Dancers/Richard

Pioneer Dance Hall clean up list. If anyone is able to complete any of the tasks please check them off on the list in the hall. It is located on the clipboard under the sign-in sheets.

Communication/Margo

- **Motion** made by Margo to appoint Scott Luper as Communications Committee chair, to replace Jen Harmon. Rae second, motion carried.

Tri-fold brochure status: Margo requested a CD from Richard with pictures that can be used. Advertising will be needed for the July Golden Days Dance.

**Other Agenda Items**

Postpone until next board meeting.

**Next Board Meeting Discussion**

Third Thursday in June Sydney may not be in town, if not probably will schedule for following Sunday so Rae can be in attendance. Sydney will send e-mail tomorrow to verify if will be out of town.

*Note – make sure final date and place for the next board meeting is put on the website.*

**Adjourn 10:15 p.m. ☺**