

Minutes: Press Club, Board Meeting Tuesday, June 16th, 2015

Date: June 16, 2015

Location: Press Club board room

Members Present:

President, Thom Wright

Vice President: Kouri Antinone Secretary: David Donaldson:

Director: Ken Hargis; Director: Jim Riordan; Director: Kristen Elliott

Member Absent:

Treasurer: Cynthia Stepleton; Manager: Maynard Cowan;

Director: Erin Debenport; Director: Steve Satchwell

Meeting called to order at 7 PM:

President called for approval of May, 2015 minutes:

Motion to approve: Kouri first; Kristen second-- all approved

President's Report: Thom got a call from the State of New Mexico about a failure to file required reports and pay required fees. Thom has dealt with one of the significant issues but the other two are more complicated and Bob is dealing with them. Thom reminded the board that our failure to file on a timely basis and attending to them, is taking up a good portion of his time.

Thom reported that our current Treasurer, Cynthia Stepleton is recovering slowly but will probably be unable to attend to the treasurer's responsibilities for an undetermined period of time. IN the interim, Bob is dealing with our tax filings. Thom is not

certain how long Bob will be able to substitute for Cynthia which raises the issue of who can the board get to act as treasurer.

Thom reported that there are a number of people who might be interested in Seth's apartment after he vacates. The board agreed that the manager is responsible for selecting the appropriate tenant.

Thom reported that he met with Maynard and discussed the regularity of cash deposits. Our current policy is that deposits be made within 48 hours. Tom made a motion to change the policy to read "If at the end of the week the cash deposits amount to less than \$200/\$500, the deposit shall be made within 48 hours."

Kouri approved; Ken seconded; unanimous agreement to accepted the change.

Committee Reports:

Vice President's Report Kouri commented that The Club had a really good past six weeks: there had been events just about every weekend and turn out has been impressive. Maynard set a specific goal for the month of June, and while we are \$500 short of that goal as of June 16th, the probability is very strong that he will achieve that goal by the end of the month. The club still has some Issues with distributors but they have been on-going for a while. Maynard is "on-top" of the problem and matters seem to be resolving.. Ben the new bar-tender is turning out to be fantastic. He has an impressive background and at this point, just about everyone on staff seems to be awesome.

Treasurer's Report: Thom reported for Bob who has been acting on behalf of Cynthia. There are still some question about placement of tips on the accounting sheet when a charge has been made on credit cards.

Ken commented that the board might want to look into accommodating debit cards as well as credit cards.

Thom wonders if cost related to distributors will increase?

Secretary's Report: David reported that he will continue to send a draft copy of the minutes to Thom for review prior to submitting a finalized report to all board members and placement on the web-page. He also welcomes feed-back from all board members.

Manager's Report: Maynard was not present at the meeting.

Membership; Thom reminded the board that Seth, who is our current membership chair, will be leaving in August. Thom recommended that the vacant post be taken over by Adam D'Iole. Several of the board members are already familiar with Adam. Thom will approach Adam to see if he is interested.

Membership Report: Kouri provided the membership report for Seth who was not present at the meeting. There was a proposal to accept three new members and one honorary member. The board approved all four with out objection. Eight members resigned although there was a question about one of them who might just have procrastinated with his renewal.

Web & Media Report: Ken reported that a "forward" has been put on our old web site to direct viewers to our new site. Thom questions whether some of the pictures will be sent.

Ken also commented that a Facebook module will promote contact with club members who already in the club. Kouri suggested putting up a sign indicating that privacy setting should be checked if member objects.

Kouri also mentioned that there was a concern about Seth and Maynard's E-mails not being sent Ken replied that he was never notified about that, but will investigate.

Social & Media Report: Kristen commented that our Facebook “likes” seem to be increasing which is a positive sign.

As far as future events The club is still planning a party on July 10th to celebrate the 75th anniversary of the Battle of Britain. Hopefully with Swing music.

Overall consensus is that volunteers are not interested in hosting the weekly Friday Bar B.Qs. but Bar B.Q events will be considered on a periodic basis.

Jim commented that the memorial service for Bill Hoch, our former next-door neighbor, went along extremely well. There were probably 100 at the park and at least 70 up at the press Club.

On July 1st, there will be a radio show recording for Director’s Cut Radio.

Art committee: Kouri reported that the show originally scheduled for July, “Animal Art” fell through, but she has tentatively slated it for October. The current artist will continue his exhibition through August.

Audit Committee Thom reports we’re still have problems with details such as tips.

Bldg. and Grounds: The sump pump in the apartment needs to be replaced. Window sashes for the front room Gable Ends are completed and the glass is installed. Hopefully they will be installed over the next couple of weeks.

Community Liaison: David Report that he will be writing an article about the Press Club for the Huning Highland news-letter.

Unfinished business:There was extended discussion about the Personnel Manager Job Description. Thom presented a revised copy of his original proposals and highlighted certain words and

expressions that the board needed to focus on. Some of the points discussed included:

The board agreed that the expression “Personnel Director” should replace the proposed expression “Personnel Manager.” There was no objection to this change

During the discussion, Kouri recommended that the board remove the expression “committee chair.” Participants felt that the word “amenable” is too confusing, and decided that the phrase “answers to” is a better choice of words.

There was some question about the expression “boss and mentor”.

There was some question about the word “ensure.” It was agreed that the word “mindful” can be replaced with ensure.

It was decided to revise the expression “What will be done.” with “Actions be taken to correct.”

Kouri proposed that the board consider revising the expression “will provide a report of his meeting with the manager. “ to read “provide a standard committee report.”

Thom proposed that it read: “The Personnel Director will provide the board with a monthly report with the outcome of his/her meeting with the manager.”

The discussion ended with all members agreeing on the revisions and it was approved as amended. Thom will send out final copy inclusive of revisions.

Ken reminded board that other committee responsibilities may need to be revised or redefined.

New business; No new business.

Motion to Close

Kouri proposed a motion to close; Ken seconded the proposal.

Board Meeting was officially finished at 8:50 PM

**Minutes respectfully submitted by: David Donaldson,
Secretary**