

Minutes: Press Club, Board Meeting

Tuesday, September 15th, 2015

Location: Press Club Board Room

Time: 7 PM to 8:15 PM

Members Present:

President, Thom Wright

Vice President: Kouri Antinone Secretary: David Donaldson Treasurer: Cynthia Stepleton; : Director: Steve Satchwell; Director: Ken Hargis; Director: Kristen Elliott; Director: Adam DiAloe

Also Present: Manager: Maynard Cowan

Member Absent:

Director: Jim Riordan; Director: Erin Debenport

Meeting called to order at 7 PM:

President called for approval of August minutes: Unanimously approved without dissent.

President's Report: (Thom Wright.) Thom reported that we are nearing the completion of the fiscal year, and we will be closing out the books at the end of November. Thom reported that there is still much to be done during the next few of months. Overall, he believes that the Press Club is doing well and acknowledges that Maynard has brought a small-business minded approach to managing the club. Maynard consistently looks at cost/benefits which is reflected in the clubs "bottom-line."

Committee Reports:

Vice President's Report (Kouri Antinone) Kouri advised the board that the club seems to be running very well under Maynard's management. She also reported that the 50th anniversary Bar B.Q. was a huge success.

Treasurer's Report: (Cynthia Stepleton) Cynthia reported that the apartment is still vacant which showed up as a loss of \$600 this past

month. However, apartment repairs are nearly complete, and the apartment will be occupied at the end of September, at which time, revenue will continue to be generated. On a positive note, the cost of renovation and repair for the apartment was considerably less than expected. The club is at the end of the third quarter and sales for the past few months have shown a marked increase when compared to last year. Cynthia also commented on membership fees, and questioned whether the club's \$150 yearly fee is deterring younger members from joining. She pointed out that several other social clubs have lower yearly dues, but their beverage charge is considerably higher than the Press Club's. Cynthia commented that from an accounting perspective, increased membership results in more income for the club, and she feels that next year's board should re-evaluate the dues schedule in order to make it more appealing to a wider range of potential members.

Secretary's Report: (David Donaldson) David acknowledged thanks to Thom and Ken for their review of the August minutes. He also questioned whether there is a time requirement for posting the minutes. Thom commented that there is no specific time factor, but minutes should be available at least a week prior to the next scheduled board meeting. Steve Satchwell pointed out that even posted minutes are "unofficial" until the board has approved them.

Manager's Report: (Maynard Cowan) Sales are up and it's been a very good month. Ben, the new bartender, has been exemplary and he has been organizing theme evenings such as Football Mondays and story nights. Several of the bartenders have used their own initiative to create special fancy drinks for bar customers. Maynard reported that he obtained a nacho machine for the bar, and he will give it a three month's trial to see what kind of income it generates for the club. Cost to a member is \$4 and so far, sales are very promising.

Membership Report: (Adam DiAloe) Adam distributed the list of proposed and discontinuing members and expressed surprise at the number of discontinuing members. Thom reminded the board that several of names on the list were honorary members who in the past, had been vendors to the club. All five proposed members were unanimously approved. Thom pointed out that what appeared to be a duplicate application was actually the spouse of a renewing member. Thom

reminded the board that the club used to send each new member a post card every three months which could be exchanged at the bar for a beverage. It was intended as incentive for the new member to return to club and for bartenders to introduce that new member to other members. Since liquor laws prohibit “free-drinks,” the new member’s initiation fee acted as a “pre-payment.” Adam advised the board that he intends to resume the post card initiative.

Web & Media Report: (Ken Hargis) The Club Web page is still up and running; We did get the Facebook “thing” installed and people are using it. Users need to have an I-phone, and the Facebook app installed and turned on. If they use it in the building her or she will see message put in by the club. For the most part it will be a generic message, but at other times, messages will include comments about future events.

Social: & Media Report: (Kristen Elliott) There has been a lot of social activity in the club this past month. Seth’s going away party was a big success as was the 50th Anniversary Bar. B.Q. There are several pictures of the events posted on web-site. Maynard would like to recommend that social media chair takes over takes over responsibilities for social notifications currently being sent out by the manager. Maynard recommends using a service like Constant Contact to better utilize messages for special events. He referred to various clubs activities like Toast Masters and the ukulele/ bluegrass groups. Kristen could also send message about membership. Cynthia agreed to attend to the task.

Art Committee: Audit Committee: (Kouri Antinone) Kouri recently transferred the art task to Lisa Wetterbourg who has more of a connection to the art community. Several new people have been signed up, but the club will continue with those currently scheduled. Kouri advised the board that she is considering revising the contractual forms between artist and the club regarding the club’s commission for any sales. .

Audit committee: (Thom Wright) Thom reported that Cynthia still has three quarters worth of paperwork to catch up, the but that he and Bobby will help to coordinate that task with Cynthia. Thom is confident that all the paperwork will be in order before the end of the fiscal year in November.

Bldg. and Grounds; (Thom Wright) Thom and Jonathan are still working on the apartment, which is now vacant. They installed new tub shower valves and plumbing, New countertops; and a new sump pump in the boiler room. Thom expects to complete repairs in a few days. The incoming tenant has offered to attend to cleaning and painting. He also repaired a broken window in the “green-room.” Thom thinks that the broken glass may have been due to a rock. Thom commented that his time will be free, but he will present receipts for material and paid labor.

Community Liaison: (David Donaldson) David reported that he has managed to get two neighborhood people to join the club, but he has not been very successful working with neighborhood association. He reported that he is still recruiting in the neighborhood but it’s more on a personal basis.

. Nominating Committee; (Kirsten Elliott) Kirsten reported that the Nominating Committee will be sending out notices within the next few weeks, to all members about next year’s Board election. The committee is still seeking volunteers to run for the board.

Unfinished business; None

New business; Maynard comments that he received a donation of a large screen TV. He intends to mount the TV on the west wall of he bar, which may necessitate some electrical up-grade, as well as some reconfiguration of existing shelves. He would like to bring in High Definition (Direct TV). Aside from the entertainment factor, Maynard’s overall objective is to increase membership attendance on Mondays and on weekends but he has no intention of turning the club into sports bar. He feels that the new set-up has the potential to increase younger membership and sports enthusiasts. Maynard would also like to install electric outlets under the bar so members can recharge their cell phones and lap-tops.

Motion to adjourn; Anonymous

Meeting terminated at 8:15 PM

Minutes respectfully submitted by: David Donaldson, Secretary