

# The Albuquerque Press Club

201 HIGHLAND PARK CIRCLE SE  
ALBUQUERQUE, NM 87102

505-243-8476  
ABQPRESSCLUB.COM

---

Date October 11, 2021 @7:00pm

Regular meeting- Called to order @7:10pm

Board Members in Attendance: Laura Dunagan President, Justin Cumley Vice President, Lynn Embick Secretary, Maynard Cowan Treasurer, David Hayden, Will Fitzpatrick, Sarah Blanton, Rip Williams, Zachary Kluckman, and Emily Music-Cumley

Absent Board Members:

Also in Attendance: Shaun Gay (manager), Josh Shattuck, and Stuart Schwanitz

Reading and Approval of Minutes

- Motion to approve September 2021 regular meeting minutes by Rip. Seconded by Justin. All in favor. Motion passed.

Officers' Reports

- President— Laura Dunagan: Nothing new to report
- Vice President— Justin Cumley: Nothing new to report
- Treasurer— Maynard Cowan
  - P and L distributed. Apartment rental income down due to tenants at 718 moving out. Water up due to plumbing issue. Equipment update to accommodate switch to Square.
- Secretary— Lynn Embick: Nothing new to report

Manager's Report -Shaun Gay

- Ordered blinds for Green Room
- Halloween Party set for October 30. Promotion underway.
- Pumpkin Carving on October 24. Lynn and David to facilitate. Bring your own pumpkin.
- Square switch over still in progress.
- Property line definition: liquor license needs to be protected by gate or other barrier. Need to go through the steps for approval through city and historic district. Discussion ensued. Emily volunteered to research gate approval protocol (Certificate of Appropriateness). Laura to forward her the info that she has.
- Karaoke: Neighbor warned that there is a petition by the neighborhood to protest against noise level on Monday nights. Discussion around soundproofing for Green Room and speaking with our karaoke facilitator to monitor noise level. Rip ordered a decibel meter to assist with monitoring. All agreed that the goal is to maintain harmony in the neighborhood.
- Laura expressed some issues with cleanliness of the Club. Will do a walk-through with Shaun.
- David wondered if Square has the capacity to round up for donations when customers are cashing out. Shaun affirmed, and mentioned that there is also a donation option. APC Board will solicit Whittlesey House Preservation Foundation for signage stating purpose and promotion of donations to display at the bar.

Break 8:05pm

Back in session 8:16pm

## Committee Reports

- Nominating Committee - Temporary (Lynn, Laura, Shaun) Lynn to continue promoting. No formal requests to run received.
- Buildings and Grounds - No current chair
  - New committee description was considered. Motion made by Lynn to approve the new description of the committee. Seconded by David. Discussion ensued.
    - Motion made by Rip to amend description to include language that the Building and Grounds chair is to maintain a list of vendors for Club repairs that will be made easily accessible to employees and Board members. Seconded by Will.
    - Vote to amend. Motion carried.
    - Vote to accept the amended committee description. All in favor. Motion carried.
  - Tree removal: Laura presented Board with quotes on tree removals and trimming. Motion by David to approve the proposal for tree removal and trimming at \$3,300. Seconded by Will. All in favor. Motion carried.
  - Green Room Floor: Maynard relayed quotes for Green Room Floor repairs that includes retaining as much of the original wood as possible. \$1,700 and 1-2 days of closure or limited opening. Rip suggested a fundraiser with salvaged boards. Motion by David to approve the expenditure to replace and refinish Green Room floor. Seconded by Justin. All in favor. Motion carried. Preferred dates for closure to be discussed.
  - Maynard brought vandalism to the Board's attention. Getting quote on outdoor camera system. Rip and Shaun to collaborate on circuitry requirements. Discussion of outdoor security lighting as well.
- Web & Media - Justin
  - New hours have been updated.
  - To work with Ken on Board email
  - Discussion of the possibility of a community event's section on the website
  - Justin and Rip to look into online bidding option for a WHPF fundraising auction
- Membership - Laura
  - 41 new, 9 renewals, 4 artist (temporary)
  - Motion made by David to approve new and renewal memberships. Seconded by Will. All in favor. Motion carried.
  - 452 members.
  - Discussion ensued around the question of whether Membership should be a paid position. Hire a data base manager? Contractor? Responsibility of Operations Manager? Shaun proposed a splinter in the current Manager's responsibilities: day manager: paperwork, payroll, and bar manager: focus on the running of the bar. Will evoked personal privilege. Moved on since there was no motion on the table.
- Social Media - Lynn
  - Continue working with Shaun as members get more active to ensure community events are getting promoted (when the group wishes). Rapid growth and engagement on Instagram.
- Newsletter - Laura, Lynn
  - Laura has all the info for the October newsletter.
- Property Management - No current chair
  - Quotes from prospective property management companies pending.
- Art - David
  - Art is up, waiting on artist to label with pricing.

Motion to adjourn by Will. Seconded by Emily. Meeting adjourned at 9:23pm.