

Albuquerque Press Club

March 13<sup>th</sup>, 7:12PM Call to order

Members Present:

President Kevin Fuller, Vice President Frank Serriani, Treasurer Maynard Cowan, Secretary Courtney Foster, Directors Ken Hargis, Justin Cumley, Chris Lock, and Steve Satchwell

Also Present:

General Manager Hali Loving

Approval of February Minutes:

Chris Lock wishes to make a correction on the back page of page 2, two bullets above Buildings and Grounds. Minutes should read “Steve Satchwell motions...” As opposed to “Steve motions...”

Kevin Fuller asks for any other corrections.

Steve Satchwell moves to accept February minutes with the new correction. Chris Lock seconds.

Motion passes.

Kevin Fuller would like to congratulate everyone on a great Saturday event. Thanks to Maynard, Laura, and all staff—awesome job.

President Report:

Kouri asked last year that the plaque of President's names be updated. Kevin's updated it as much as we can. The '99 and '02 names are missing however, we've prepaid for those names to be on there, we just need to find the names. Thanks to Kouri for pushing for that. Also, the name “Toby” must be “Tony”.

Vice President:

Nothing to report.

Treasurer Report:

Monthly P&L

—February is historically a bad month, though last February was great. As of yesterday, we beat February already.

-Expenses are a little too high based on income. Gas expenses are still too high. We're spending twice as much on gas as we should be which doesn't make sense because employees have been turning the heaters off at night. Hali has talked to the gas company but it's not an emergency for them so they're taking their time getting here.

-The credit card fees are missing from this report. The auto upload wasn't working so the accountant was manually entering them but this should be fixed this month.

-Insurance costs are all in line.

-Janitorial costs are fairly high for what we get in return. Maynard hired Cynthia and is noticing a decrease in quality. Courtney suggests looking into Metro Cleaning, who do well for the Alibi office at

a cheaper price. Chris suggests giving them a warning first before moving on. Maynard reminds us that we should see them as a vendor first and a member second and that this is an operation issue.

-License and Fees is showing up as a negative amount on the report. It appears it was just coded/entered wrong in QuickBooks, an easy fix.

-Professional Fees are mostly going to Monica, our accountant. She took on the project of reconciling our bank accounts for the past months. This fee should be lowered or gone by next month.

-Payroll expenses are down.

-Apartment expenses are the same as usual.

-Overall, we're down about \$3K.

Secretary Report:

Nothing to report.

General Manager Report:

Veronica and Chris's apartment lease will start April 1<sup>st</sup>. There's a tally going for things they've paid to fix up the place. So far, \$278.49 in supplies and about \$600 in repairs. Chris mentions there are still some more receipts not yet calculated. Because of all their work, do we make them pay a deposit? Kristin's lease is up in December. We normally move to a month to month agreement when leases run out. Hali will talk to Kristin about her options.

Web and Media:

There's been a weird reply signature but that should be fixed now. The events calendar has not been moved over yet as Google is being tricky. However Ken is working on it and this should be improved soon. Logins for that will go to Hali and Khalil. In the meantime, events can still be added through the old account.

Social Media:

Kristin could not be present to make the report.

Chris suggests giving the staff access to our social media accounts. In the past, previous boards didn't want to do that. We need to make sure our bartenders know about advertising and specific guidelines as set forth by our liquor license. Hali has been the buffer for this so far.

Chris motions to allow bartenders/employees to have access to social media accounts so there's less tagging of members and guests. Courtney suggests we have a social media handbook available for all who have access. Hali agrees but thinks the board should wait for Kristin to be present before making any decisions. Steve Satchwell moves to table this topic until the next board meeting. Seconded by many, motion passes.

Building and Grounds:

Rhian is becoming too busy to juggle these tasks. There's speculation about transferring this responsibility to Chris or Josh.

Chris informs us of a pipe in the basement that leads from the bar area where the taps are and has been leaking a lot. He can repair this but nobody can be pouring beer while he does it. Hali wants to schedule this on a Sunday.

Another huge issue by-April 28<sup>th</sup>, it's mandatory that the in the far end window of the green room needs

to be replaced. Hali is calling someone for this already.

Maynard wants to raise enough money through the club to fix the window and get new chairs for us. He thinks we can get window done for about \$300.

We should let Chris or Josh know if there are any other issues.

Outdoor lighting fixtures are fixed, which is great.

Maynard mentions that the back porch is sinking/sliding off the hill etc.. Maynard suggests getting the missing bricks repaired/replaced to fix this. Chris has looked at all of those things and realizes that it's a serious excavation-not on that patio itself, but the hill needs retaining walls.

Satchwell asks what we can do long term and encourages Chris to look into what we need to do to fix it "indefinitely"

Chris proposes that in May or June we get members together to do a hill clean up. It looks like it was tried before but the group never came together. What can we do to make it happen?

Proposed is a ground cleanup BBQ "Spring Cleaning Session". There are plans to talk to Khalil and figure out a good date for this.

Steve Satchwell would like to extend a thank you from the board to Rhian—He did a lot of work and we're very grateful, also thank you to Chris for being willing to take on on grounds responsibilities.

Ten minute break at 7:55PM

Meeting resume at 8:12PM

Kevin proposes that Chris accepts the Buildings and Grounds position/responsibilities.

-Chris is willing and excited, and will work under that position in the mean time, but would like to ask Josh, who is also on that committee. Kevin asks for any opposition, none presented.

Unfinished Business:

Constitutional Changes— Meeting is scheduled for March 26<sup>th</sup> at 2PM. We need to make sure we have another 10-20 copies of amendments on hand for this meeting.

2017 Goals—We need each board member to take on at least one of those goals. Between now and the next meeting let's all sign our name on one if those things. Satchwell offers to take the office manual duties. Please let Kevin know what duty you want to spear head.

Rental Update—Lease is signed for Chris and Veronica. At the next meeting, Hali will have the lease for the board to look over and will keep it in her records.

Rebranding/Logo—Travis Driscoll offered to do our rebranding for the logo and other such things, even though we did this about 3-4 yrs ago. He's going to send us a mock just for us to see with no obligations.

Board Commitment/Expectations?—Some things to think about as board members—Why are we here? What can we do/accomplish with our time here? What is expected of us?

Kevin gives his thanks to the board.

New Business:

Steve Satchwell moves to adjourn the meeting. Seconded by Ken, meeting adjourns at 8:26 PM