

Minutes of the Meeting of the Albuquerque Press Club Board of Directors:

Date: 10 / 21 / 13

Members Present:	<input checked="" type="checkbox"/> Director: Pam Micker
<input type="checkbox"/> President: Tony Couture	<input type="checkbox"/> Director: Bob Springer
<input checked="" type="checkbox"/> Vice President: Kouri Antinone	<input checked="" type="checkbox"/> Director: Barry Hatcher
<input checked="" type="checkbox"/> Secretary: Thom Wright	<input checked="" type="checkbox"/> Director: Dawn Catanach
<input checked="" type="checkbox"/> Treasurer: Jim Riordan	<input checked="" type="checkbox"/> Director: Erin Debenport
<input checked="" type="checkbox"/> Manager: Jon Wright	<input checked="" type="checkbox"/> Director: Ken Hargis

Also present: no one

The minutes of the previous meeting are approved as written.

Officer and Committee Reports:

- **President's Report (Tony Couture):**
 - Absent with a poor excuse
- **Vice President's Report (Kouri Antinone):**
 - Thank John Gilpen for removing large amount of weeds, cleaning the yards.
- **Treasurer's Report (Jim Riordan):**
 - Written Report provided
- **Secretary's Report (Thom Wright):**
 - We have several issues to deal with next month. I will have stuff to report regarding the roof project under old business.
 - Set membership rates for 2014
 - On 10/01/2012 We had 90 social members. We reduced membership fees from \$150 to \$120 effective January 2013. On 10/01/2013 we had 91 social members. Assuming one additional member for the \$30 discount, and no additional bar sales, this cost us \$2,580 off the bottom line.
 - On 10/01/2011 we had 33 journalists and communicators. We cut the membership rate in half from \$100 and \$130 to \$50 and \$65, we also offered a discount off that rate for several months. On 10/01/2013 we had 52 Journalists and Communicators.
 - We have a category "out of town Journalist." Historically this was a discount for Journalist qualifying members from outside Q metro. At current rates this makes no sense so we have no out of town Journalist members. It is significantly less expensive to just be a "Journalist" member at \$50 v \$110.

- Decide on pay rates for employees for next year
- Decide on year end bonuses for employees
- Regarding next years board. We need someone with bookkeeping experience who is knowledgeable of QuickBooks to take over some of the treasurer responsibilities.
 - We need a membership chair who is pc competent and has a modern pc with Windows 8 OS. Judy Anderson has agreed to continue doing the database entry stuff for only one more year. She has been doing this since 2005 or 2006. We need a person who can take over for her and is willing to make a significant commitment of time and effort to maintain the data and produce our reports.
 - We need a membership chair or assistant who can develop a committee that works to increase and develop our membership. It is important that our membership numbers increase.
 - If we are going to do patio grilling next year we will need a member who is willing to make the commitment to make that happen. This will include insuring that the food is available, that we have a cook, that clean up is properly done, that we ask for and receive adequate donations to fund this.
 - There are many things that we as a club need to do that is beyond the responsibilities of our employees. A significant part of being a board member is willingness to do a portion of that work.
 - When we complete the roof project we will be nowhere close to being finished with our construction work. Several years back, when we did the pool room project, the head of the building department was out here to inspect the building. At that time he gave me a list of some necessary remediative work that needed to be done in the ensuing 12 months. We have not yet started on those projects. When we complete the roof I will start the design work on that next phase. Like the roof, it will not be inexpensive.
- **Manager's Report (Jon Wright):**
 - reported on his activity during the previous month.
 - POS system is here and we are learning how to use it/set it up
 - New Cat5e cable run to bar area for better internet service.
 - Have quotes for CC support we will be switching providers with the new POS system.
 - John Gilpin is now doing yard maintenance and trash hauling. He has done a lot to clean this place up.
 - Justin and Jon have finished the tear-out of the old upstairs bathroom to prep for conversion to office. They did some minor electrical repairs in the process.
 - We have a new bartender, Shelly Thomas, with some formal accounting education.
 - We will be loosing Lisa.
- **Web and Media Committee Report (Ken Hargis)**
 - 75% of the materials have been moved to the new site. Should have something for the board in the next few weeks.
- **Membership Committee Report (Kouri Antinone):**
 - Greg Davenport is on the list of non-renewals who have been purged. Greg was one of the primary corporate members of the Craft Beer Group. We no longer have the

minimum number of primary members so other members will lose their corporate discount as they come up for renewal.

- Corporate membership provides a 50% discount off regular pricing provided there are at least 4 primary memberships paying the full price. Greg was one of those, two others, Janice Dutchover and Dave Costello have also expired. The membership program should handle this automatically, renewals for secondary members will go out at the full “social membership” rate.

- Applicants Debbie Dapston, Communicator with Spouse, Daniel Guterrez, Journalist with Spouse, Brad Helms, Social, and Ms. Sibylle Schlessler Communicator are approved without dissent. Mr. McCabe is on hold pending a proper check.

- Laurel L Duhr is a late renewal, dealt with in a previous meeting.

- **Social Committee Report (Erin):**

- Club Halloween party on Saturday, November 2 we will be doing the witches ball.

- Need to prep for the club Christmas party. The annual meeting will be held on Tuesday December 10 at 7:PM and the Club Christmas party will be on December 14.

- **Art Committee Report (Kouri Antinone):**

- Meg’s show was incredible. The club made about \$500. November and December are booked.

- **Audit Committee Report (Bob Springer):**

- books look good

- **Building and Grounds Committee Report (Thom Wright)**

- The Roof project. I believe it will start later this week. We will be filling up the front porch with insulation, probably the lower porch also. We will be filling up our front yard with a large dumpster. We will be stacking lots of lumber and other materials on site.

- We will be setting up scaffolding in the rear of the building. The scaffolding is a big deal. We must insure that people do not “play” on it, it is dangerous and poses a liability to us if people do play on it.

- The board room will fill up with materials and will remain locked for the duration.

- When the roof is finished we will commence removing the front room ceiling, probably early next year (January?)

- **Unfinished Business:**

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- **New Business:**

- None

There being no further business, the meeting is adjourned