

Minutes:

Albuquerque Press Club, Board Meeting

Date: October 13, 2015

Location: Press Club board room

Meeting called to order at 7:05 PM

Members Present:

President: Thom Wright; Vice President; Kouri Antinone; Secretary: David Donaldson; Treasurer: Cynthia Stepleton; Director: Steve Satchwell; Director:: Ken Hargis; Director Adam De Aloe

Member Absent: Erin Debenport; Kristen Elliott; Jim Reordan

Also Present: Manager: Maynard Cowan:

President called for approval of September minutes: Thom pointed out that the Art committee report should indicate that KOURI IS STILL the ART COMMITTEE CHAIR although some of her responsibilities have been delighted to Lisa Wetterbourg. The September minutes were unanimously approved AS AMENDED.

Presidents Report: Thom referred to his role as personnel liaison and his understanding of the protocol involved when employees post Facebook comments about the club. As far as Thom is concerned, the recent incident regarding a personal posting is resolved, but it brings up a bigger issue concerning personal and club related communication on Facebook. Steve agrees that the topic should be addressed when the new board convenes in January.

Committee Reports:

Vice President's Report: Kouri announced that Ben, one of the club bartenders will be leaving, Kouri praised Ben's skills and in particular, his interaction with members during his time with the club. Otherwise, things seem to be going smoothly. There was a brief discussion about possible closing on Monday due to lack of attendance and revenue.

Treasurer's Report: Cynthia provided a treasurer's report. There was a loss of \$184 this month. The apartment is rented which should help boost bottom line. There was a drop in percentage of revenue in beer and wine and liquor. Sale of cigarettes dropped as well. Maynard will review data entries. Some expenses were related to apartment TLC. Maynard questions whether an insurance payment is due in October.

Secretary's Report: David commented that he was delayed in getting-out the September minutes since he had to review an audio transcript of the meeting. The September board meeting was held on the third Tuesday of the month instead of the usual second Tuesday, but the September minutes were posted within two weeks of the actual meeting and well before the October meeting.

Manager's Report: Maynard indicated positive Feed back about the new TV over the bar. The Balloon Fiesta week was slower than expected however, in terms of last year, the club is at least \$500 ahead. Maynard reported more positive feed-back about the experimental Sunday noon to five PM opening and he intends to continue Sunday openings for the immediate future. The first Sunday experiment rang-up about \$300 in sales. Maynard will work out any potential conflict with a private group that books the Club on Sunday evenings.

Membership Report: Adam provided a list of new and non-renewing member. There were only two new applicants this past month, and three members did not renew. The two new members were approved with out objection. Kouri indicated that she would contact two of the non-renewing members to remind them of their lapsed membership.

Web & Media Report: In interest of alleviating problem with domaine names in the future; Ken recommends that the Club consolidate all currently used domaines. He requested board approval to consolidate. The request was approved Unanimously.

Ken reminded the board that social media exchange is a popular form of communication these days and in interest of preventing problems with employees, he recommended that the board of directors draw up a policy to define the employee/ membership category. Maynard brought-up a point that the constitution may need to be reviewed. Kristin may also need to get involved. Thom commented that the employee/ member category is a unique entity and it may be subject some restrictions. Thom concurred that the Board will need to focus on these distinctions when it comes to personal and club-related Facebook comments. Maynard commented that without a policy or guideline, the club manager can not address employees use of private Facebook accounts. Kouri proposed that the Board expand the definition of employee/ member. The proposal was seconded by Steve.

8:05 PM. Kouri and Maynard requested a fifteen minute break..

Board meeting resumed at 8: 18 PM.

Social: & Media Report: Kristin was not present.

Maynard reported that he sent out a recent Club notification using MailChimp and 158 members opened the e-mail. Maynard commented that Mailchimp has great potential for monitoring statistics. Maynard indicated that he would like to add forms to e-mail and he questioned whether he can send out newsletter to non-members. He speculated that another possibility would be to send out one letter to existing membership; and a separate letter to individuals who have expressed interest in membership. He questioned whether it would be considered advertising, or, simply providing more information to potential members. Thom proposed that we add a section to our existing sign-in sheet that reads; "Please add you e-mail address if you would like additional information about the Press Club."

Art committee: Kouri indicated that Lisa is lining up future art projects and Barry Bitzer is following-up on the zoo art paintings. Hopefully the club will be able to exhibit the animal paintings within the next few months. Maynard commented that the club needs to do something about the nail holes left over from previous art exhibitions. He also suggested that the walls be repainted. Kouri suggested that the board consider suspended wires for future art exhibition instead of using nails. Kouri indicated that she will investigate various options.

Audit Committee: Thom commented that there is still a backlog of paperwork, although, he expects that it will be cleared up very soon.

Bldg. and Grounds; Thom reported that the work in the apartment is all done. He commented that the tenant in upstairs apartment will need to remove some material stored in the boiler room.

Community Liaison: David reported that he managed to get two new members from the neighborhood. He shared a request from one of the neighborhood members about replacing couches in the downstairs sitting room. He questioned whether there is a possibility of getting members to donate replacement furniture. Maynard commented that it might also be a good idea to consider replacing carpeting.

Nominating Committee: Maynard is waiting for Kristin to return from a vacation. Kouri pointed out that the current board is obligated to send a notice to all members regarding nominations no later than October 20th. The letter should indicate that we are seeking candidates for next year's board positions.

Unfinished business. None.

New business: Next year's board must consider rates and initiation fees, and factor in the type of members the club would like to target.

Kouri made a proposal to Adjourn; The motion was unanimously accepted:

Adjourned at 8:57 PM.

Minutes respectfully submitted by: David Donaldson, Secretary