
MEMBER-OWNED AND MEMBER-OPERATED SINCE 1965

The Albuquerque Press Club

201 HIGHLAND PARK CIRCLE SE
ALBUQUERQUE, NM 87102

505-243-8476
ABQPRESSCLUB.COM

6/10/2020 7pm

Special Meeting- Called to order at 7:07pm.

Board Members in Attendance: Laura Dunagan -President, Justin Cumley -Vice President, Maynard Cowan -Treasurer, Lynn Embick -Secretary, David Hayden -Director, Will Fitzpatrick -Director, Ken Hargis -Director, Sarah Blanton -Director, Adam Gates -Director

Absent Board Members:

Also in Attendance:

To discuss: Plan to reopen.

Will made a Motion to rehire Shaun Gay as Club manager. Justin seconded. Discussion ensued. Discussion included agreement that strengths include bartending. Board would like to see growth in other areas. The Club is more than just the bar. Duties include building maintenance, working with committees, communication with membership and board, managing of rentals, event set up and execution, documentation. Issues in finding someone uniquely qualified with experience in so many areas, lack of hours and modest pay. Board is not satisfied with the existing Club Manager outline in Operations Manual. Lacks clarification in many respects.

Lynn made a Motion to amend the current Motion on the floor: Revise Operations Manual before offering the position of Club Manager. Will seconded. Discussion continued. Point brought up for the second time that there needs to be clarification in responsibilities of Club Manager vs Building and Grounds. Good practices, such as timesheets, should be included in revised description of Club Manager description and responsibilities.

Call for vote. Motion carries as amended.

Maynard to get responsibilities to Lynn by the end of the week. General revised description will go out to Board for review and wordsmithing. Revisions submitted in timely manner. Will made a motion that a final draft should be ready for adding to the Operations Manual by June 20.

Seconded. Unanimous approval. Motion carries.

Discussion of things to be done before opening:

- David to finish touch ups on downstairs bathrooms.
- Maynard to arrange cleaning crew to get building in order
- Contractors will be asked to clean up after themselves
- Laura will arrange touch up paint in the upstairs poker room
- The exterior needs clean up of weeds

- Dart board needs to be hung. Laura to donate carpet for back of dart board. David to assist with hanging. Laura to secure 1/2" plywood.
- Will to donate paint for re-painting the porch. David recommends wood filler.
- David to purchase stair strips
- Kickplate on front door to be repaired

Laura led discussion of switch to Microsoft Teams for communication. Would like to have WHPF involved in the discussion. David makes motion to switch to Office 365 platform for communication. Will added amendment: after discussion with WHPF. Maynard seconded. Motion carries.

Will made motion to adjourn. Seconded by David. Motion passes.