

Albuquerque Square Dance Club, Inc.  
A Non-Profit Corporation  
Meeting of the Board of Directors  
June 4, 2018

**Members present:** , Jerry Gilbreath, Alice LaCelle, Lin Miller, Sheri Pastian, Cecilia Pounds, Lorraine Pratt, Bob Stevens, and Dee Taylor. **Absent:** Margaret Bolshazy. **Guests present:** Randy Pratt, Richard Riger, George Sewell.

Call to order at 5:02 pm.

Jerry called for any **corrections to the Minutes of the April 2<sup>nd</sup> meeting.** Minutes unanimously **approved.**

**Treasurer's Report, Sheri:** (copy attached)

- Expense \$173.00 for **new microwave** for large hall – old microwave “died.” The receipt will go into a folder placed in the ASDC closet in case there are any problems with the new unit.
- The Air Conditioning was serviced for \$317.
- Our **accountant reviewed the books** and confirmed that we will **not owe any taxes** (other than property taxes).
- Board approved Sheri purchasing a **plaque for Bob Brundage**, recently deceased; although not a current ASDC member he was a caller and major contributor for many years.
- **Treasurer's report unanimously approved.**

**Central District Report, CeCe:**

- CD will be giving a spaghetti dinner **dance on Saturday June 30, 2018**, flyer passed around, Lin to send out notice.
- The **Santa Fe dance for September 29<sup>th</sup> was cancelled** because they were unable to find a place to have it. The usual church venue fell through.
- **Dates for 2019 CD dances** have been set: January 19<sup>th</sup> (Mid-State), March 30, and August 31. The New Year's Eve dance is on December 31<sup>st</sup>, of course, which is not a Saturday. Any remaining 5<sup>th</sup> Saturday's are now open for contracting.
- There was a **revision to the CD by-laws.** Alice asked what the revision was, but CeCe said it had to do with officer status and she would not go into it unless we really, really want to, because it has no bearing on ASDC business.

**Contracts, Lorraine:**

- There are now **two Saturdays left open for 2019:** November 30 and June 29 (National's week). Jerry asked if the **2019 dates for the Martel and Tillery dances have been assigned**, and Lorraine said yes.
- **Rich Stewart** *might* be interested in moving his by-weekly dance from Wed to Mon nights so that the Wed round dancers could dance Plus on Monday. They aren't up to doing both Rounds and Plus on Wed.
- **Deposits on Hall contracts:** We recently had a series of emails over a deposit charged to an ASDC member who objected to having to pay it. Jerry asked how Lorraine decides who pays a Hall rental deposit. Lorraine handed out a **summary Contract procedures**, which she created with assistance from Rick Weber (past president). (Copy attached.) The deposit section states:
  - I request a deposit unless they are a caller/cuer/club dancing at the center on a regular basis. If a club that uses the Hall regularly wants to add an additional dance there is not a deposit. If a caller/cuer who has a club at the center wants to add an additional dance they do not have to pay a deposit. All 3 day Festivals pay a \$50.00 deposit.

- Bob asked Alice if she had researched the minutes from prior years to determine when deposits were first used, and who would be charged. Alice said that she talked with Kris Jensen, who was on the Board for a number of years. Kris recalls that the Board voted for deposits years ago in response to losing money over a cancelled dance and minor damage to the Hall. She does not recall what year that was, nor exactly who would be charged, but she thinks it did not include ASDC members except maybe in cases where there would be non-ASDC dancers, like for a festival.
- Lin said he could see how this issue can be confusing. He would like to say no deposits required for ASDC members. However, if someone has been a problem in the past, then we go to charging a deposit. Lorraine said the problem is keeping track over time of who has been a problem.
- **Sheri said having a deposit guarantees that we get our key back.** Lorraine said anyone who doesn't have a key to the Hall, and gets one from her for a dance, should pay the deposit. When she did an audit of the keys after she took over Contracts, she found that 14 are missing. **She has included the deposit in all contracts if the contract is given to someone is isn't a regular Hall caller/cuer/Club.** It is hard to write standard contracts if you don't have some consistent rule to follow re deposits, and until recently she never had anyone object to paying the deposit. Lorraine said she tries to be fair and consistent: Randy Pratt and Abby Pratt (Lorraine's family members) have both paid deposits for special dances.
- Jerry said we need to make a decision and move on, that we have already spent a lot of time on this subject and we have a lot of other material to cover. Alice said Lorraine had mentioned the possibility of leaving the contracts as they are with regard to deposits, but letting Sheri decide whether or not to collect the deposit. **Since Sheri is the Treasurer and the one who gets and holds the check, she can always waive it for anyone she wants to trust regarding keys, damages, etc.... Sheri agreed that she could accept that responsibility.**
- Jerry said paying a deposit is not a big deal – the check is returned after the dance.
- CeCe said we know who we can trust whether they pay a deposit or not.
- Dee thinks if someone already has a key they should not have to pay a deposit.
- **Lin asked if we should change the locks since we have so many keys missing.** (Per Lorraine, 15 missing keys out of 88.) Bob said this would be no problem because the locks that we have can easily be re-keyed. (We did not vote to do this now, however.)
- **Alice asked if could leave the contracts as they are but let Sheri decide whether to collect the deposit** (as suggested by Lorraine). Jerry asked if we can go with this and put the subject to bed, and everyone agreed; carried by acclamation.

#### **Maintenance, Bob:**

- Replaced the **microwave** in the large hall. The previous one had been donated and had stopped working. The instructions for the new microwave are on side of unit.
- **Outside lights:** Two of our new lights have been mounted, and we are waiting on Ed Carr to have time to install the last one. When he does, Bob will have him adjust the other two. Bob plans to trim the tree on west side of the Hall so more light will get through. We will get the bill after PNM checks the installation to confirm rebate eligibility.
- **Clean-up forms:** Bob wants to make sure that the changes he made to the clean-up forms are **carried forward for next year**, and he also asked if there are any additional changes needed. Sheri said **painting the benches and the wrought-iron railings needs to be added**, and the name of the **Rounds with Randy club needs added to the headings.**

- Bob had Baca's Trees look at the **pine trees** on the west side of the Hall, and they said we have **aphids**, which are sap-sucking insects that make a black, gooey mess under the trees. Bob thinks this is where we got the black gunk that was on the Hall floor several weeks ago. He has cleaned up the sidewalks to stop people tracking this in. We can pay to treat for aphids, but they will go away eventually without our having to treat for it. Bob leans toward not spending the money because they won't guarantee the treatment. Aphids do not permanently damage the trees. We **tabled the issue** for now.
- Fixed the **sink drain** in the men's restroom.
- Reprogrammed the AC's.
- **Power was down** for part of one day due to PNM issues, but did not disrupt any dances.
- **Bob retaped the carpet** under the food table, and he also got an **estimate from Perfection Carpet for replacing the food section carpet with carpet squares, which are cheaper than rolled carpet and can be switched out in case of a major stain. The cost would be \$1341, double that for the whole west side**, excluding the front hall. We did not vote on this because there didn't seem to be a clear advantage to spending the money, and Bob said that we might have uneven levels where the two types of carpet meet. **Perfection gave an estimate of \$500 to replace the porch carpet.** This is a cheaper cost than prior estimates, but we did not vote to pursue it.
- Bob has placed **emergency contact info on the wall inside the ASDC closet** in case anyone on the Board needs info for a repair or maintenance issue. Company names and phone numbers are listed. (Yeah, Bob!)

#### Vice President's Report, Dee:

- **2019 ASDC Spring dance:** Dee said that Dee Dee Dougherty is available to do the dance for \$800, same format and price as this year. Alice asked what is the price for doing a Festival, as discussed in the last meeting. Dee has no idea, she did not go back and ask Dee Dee about that. Furthermore, Dee said she will not be available on the weekend of the dance because she has a family wedding to attend. **Lin said we urgently need to know what the charge would be for a Friday-Saturday-Sunday festival** with morning and afternoon sessions on Saturday so we can decide if we want to do it and get the publicity going. **Dee agreed to contact Dee Dee Dougherty and find out what she would charge for a festival. We all urged her to do this ASAP so we can make a decision. Alice said we need to get this info by email and also discuss it by email because we don't want to wait for the next meeting.**

**Publicity, Lin:** Jerry asked if **Lin's email list of dancers is getting longer** with all the classes that have graduated mainstream recently. Lin said he has been adding addresses, but also dropping some as people drop out. Jerry said he recommends that clubs send new-member email addresses to Lin, and Lin said that some clubs do collect email addresses for him. Lin said he can send an email to the current list saying if anyone knows folks not on the list, to let Lin know or pass on their email address.

#### **New Business:**

- **Jerry handed out copies of job descriptions** created by past Boards, and asked that we all look over our job description as soon as possible and make any changes needed. Send any changes to Jerry by email.
- **Lin asked that we set a date for the next annual meeting of the ASDC membership.** By-laws state this needs to be as close to Jan 31 as possible. Lin suggested first Sat in Feb. Lorraine said it needs to be before the start of the next fiscal year on Feb 1. We agreed that a Saturday morning might work best, since it would not interfere with a dance or church

attendance. After various suggestions we asked Jerry for a weekend in January that he would be in town; he said **Saturday January 12<sup>th</sup>**. **Lorraine will check the schedule for any contracts, and we agreed to bring this up for a decision at the next meeting, under old business.**

### **Old Business:**

- Alice asked about **Richard Riger's request** in the last meeting to receive copies of the **ASDC meeting minutes**. Jerry said he thinks we should **post the minutes on the ASDC website** so they are available to all ASDC members. After some discussion we agreed on posting minutes for three meetings at a time, dropping the oldest after each meeting. This way we don't build up a massive number of minutes documents on the site. Lorraine explained that she is website manager and can post the minutes. Sol Lederman is the webmaster, and handles higher level changes/problems. **We voted unanimously to post the minutes on the website.** Jerry said he would not want it to take 40 days after a meeting to get the minutes posted. Alice muttered about being pressured. CeCe suggested 30 days max to get the minutes written, reviewed by everyone, and posted on the website.
- Jerry wanted the stats on the **number of website hits**, but Lorraine said it isn't straightforward. We have many hits and posts that are not relevant – when the Horny Toad Dance was listed there were many hits re Viagra that Lorraine had to delete individually. Sol has installed filters to block this kind of thing.
- Lorraine asked if Jerry had found the email in which she indicated that she did not like him. Jerry said yes, and he would send it to her. Lorraine maintains that she did not send such an email.
- **Hall Sound Equipment:**
  - There was a caller meeting yesterday with a class on **SqView**, digital music software for use with computers. SqView eliminates the need for turntables. Most callers now use tablets or phones instead of records and turntables for their music. There are only a few local callers who use records and Jerry is going to work with them on switching to computers. **We may not need the turntables much longer.** The callers are mostly on board for eventually going to Hilton's 220 sound system.
  - **Re the 300 amp that needs repair**, Jerry said we might not want to spend money on it right now. It is hard to say how much it would cost or how long it would last. We might want to consider replacing some of our amp equipment in the future instead of spending money right now on old equipment. Jerry and many other callers use their own equipment. Callers who fly in for festivals generally do not bring their equipment, so they use what we have at the Hall. What we have now does work, although we don't have a backup, and **the amp on the east side is popping some. This could be a wiring issue or a malfunction in the wall speaker. Jerry plans to check out the wiring and the east side speakers this week.** Lin is concerned about not having any backup because we have some big summer festivals coming up. Lin likes the idea of buying something new and using the old as the backup. Jerry said he has been looking for a good price on a used 150 amp, but so far has not found one in good shape. Dee does not believe in buying used equipment. Alice suggested we bite the bullet and get new amps. Lin agreed. Jerry said we can get Hilton 220's, which is the type equipment he has, for \$1,400 each. Sheri said we can afford that. Lorraine said we could just get one 220 now, and maybe another next year. Alice said let's do it. Lin said Alice should make a more detailed motion, and she said we should do what Jerry said. Lin did not think highly of that wording, and he seconded with a motion to buy one Hilton 220 amp; **we voted unanimously for Jerry to order a 220 Hilton amp for \$1,400.** Jerry said

there won't be a shipping charge. Alice asked if there is a price break for ordering two at once, and Jerry said no, so we are going with just one for now.

- **Richard Riger volunteered to get a new mother board installed on the backup 300 amp** if we can get the board for the \$180 previously mentioned, and he could get someone to install it for maybe \$100. Jerry said this would be a gamble because that might not be the only problem. We tabled this for now; Lin said we might want to consider doing it in the future. **Richard suggested that we consider other, cheaper equipment**, similar to what Folkmads and some of the other square dance clubs have used. Richard gave a lot of detail about brands, capacity, warranties, and **Jerry** said that equipment is not made for square dancing, but he **agreed to look** at it to see what Richard is talking about and whether it is a reasonable value.
- Randy Pratt asked what Hall (east or west) will we use the new amp for. Jerry said we can determine that depending on whether the east side has a wiring problem or a speaker problem. The new amp can be allocated as needed.

**Next meeting:** August 6 at 5:00 p.m.

Meeting **adjourned** at 6:37 p.m.