

Albuquerque Square Dance Club, Inc.
A Non-Profit Corporation
Meeting of the Board of Directors
October 1, 2018

Members present: Margaret Bolshaz, Jerry Gilbreath, Alice LaCelle, Lin Miller, Sheri Pastian, Cecilia Pounds, Lorraine Pratt, Bob Stevens, Dee Taylor.

Call to order at 5:02 p.m.

Minutes for the Board Meeting of **August 21st** unanimously **approved**, Lorraine said she will post them on the ASDC website.

Treasury Report: Sheri had an abbreviated Treasury report with our current bank and bond balances. Sheri was unable to print her usual detailed report because her laptop computer, which she uses for both work and the ASDC treasury info, was stolen out of her car in the parking lot of Costco. Her backup disk was in the computer case, which was also stolen. She has purchased a new laptop and is in the process of rebuilding the ASDC data from printed reports, with the help of Wells Fargo re our checking account history. She had to purchase 2018 QuickBooks, the software she uses for our Treasury data, at a price of \$214.67. The advantage is that we now have up-to-date software. Sheri apologized to the Board and said it was her fault that the ASDC data was stolen, but no one is blaming her. We all consider Sheri to be a VICTIM. Getting robbed in Albuquerque has become the New Normal. Costco has roaming security, but no cameras, so it was not possible to identify the thief. The Treasury mini-report was **unanimously approved**, with no tea, but lots of sympathy.

Vice President Report: Dee said she talked with Bob Dougherty, and he promised that he would get us the signed contract from Dee Dee Dougherty for the ASDC Spring dance. She has not received it and feels that he has no sense of urgency. Jerry said he will be seeing Bob next week and will get the signed contract for us.

Central District Report: CeCe does not have much to report until after the next CD meeting, which is next week, but she said the next CD dance is the New Year's Eve dance, and also that we had a good turn-out of square dancers for the State Fair.

Contracts Report: Lorraine

1. **Most clubs have responded to Lorraine's request for dates they will be "dark,"** (not dancing) in 2019. There are a couple of clubs that have not responded yet. Jerry admitted that his club is one, but he will try to get his info to Lorraine this week.
2. Lorraine will be sending out **2019 contracts** for the clubs that have responded re dark dates, which is about 90%. Everyone should be reviewing their contracts to make sure they are in agreement re dates wanted.
3. **USA Dance** asked if we could put **lights around the bulletin board** so they can read it; they turn the main lights off and use the string lights, which doesn't allow adequate light for the bulletin board. CeCe suggested they get a desk lamp, and Jerry said there already is one that was on the caller stand. Lorraine said that is back in the closet now. Alice said we should just say no. Lorraine said we can say it just isn't a priority. Margaret said tell them to turn the lights on long enough to read the bulletin board.
4. There are two Saturdays available for **2019 Spring clean-up:** April 27 and May 25. We need to decide which date we want so that Lorraine can block it as unavailable for anything else. We work primarily in the morning, but need to be able to continue until we are finished in the afternoon. Bob says May 25th is late, and we should take the **April 27th** date. Start time will be **9:00 a.m.** We tried starting at 8:00 this year (2018) and that did not go over well.
5. We have a couple of **outside renters** that have not been using the Hall recently: Regina, an individual who sometimes practices ballroom dance on Sundays, but not since April, and Strictly Swing, a group that have not used the Hall at all this year. They **each have \$200 on deposit**, and Lorraine asked them if they want their deposits back, and both said no. They may want to use the Hall again in the future, so they want to leave their deposits in place. Both have keys, and if they want their deposit back they have to give up their keys. They are actually willing to return the keys without getting their deposits back. CeCe wants to know if we hold the Hall for them for their regular dates, and Lorraine said no. Strictly Swing just asks for a few random dates, and Regina is taking a break from her Sunday morning ballroom dance practices.
6. **Job Descriptions: Lorraine needs the Board member job descriptions to post on the ASDC website.** She asked Jerry to send them to her as email attachments so she can easily copy them over to the website. Alice asked if Jerry made corrections as requested by Board members, and he thinks that he did. He has hard copies that he printed from emails. CeCe and Bob said that they handed theirs to Jerry rather than sending them by email. Jerry said he

would have to scan those to send them to Lorraine.

7. **Lorraine has received a request re closet 10 and closet 1**, both of which have limited accessibility because of the direction the doors open – into the cabinet. **If the doors for those two closets could be switched then they would be much easier to access.** Bob said he would have to switch the hinges, and the spacing of the hinges might not be exactly the same. He is willing to take a look and see if it is doable, because he does understand the problem. **Jerry suggested sawing the end of the cabinet off.** Lin said that might be the easiest way to handle the problem.
8. Someone asked Lorraine if we want to **keep the Spring Dance the first weekend of March** in 2020, or change it to the third weekend of March, so that they could rent for the first weekend. Dee wants to leave it the first weekend so it won't be too close to the Spring Fling. Sheri thinks we should consider the idea of making money (of course) by letting someone else rent for the first weekend. Lin said it is a bad idea to bounce events around because some people plan ahead for regularly scheduled events. Sheri said OK, so we agreed to keep the Spring Dance the first weekend in March.

Supplies: Margaret

1. **Nothing to report.** CeCe suggested Margaret be careful going to Costco. Is there a safer time of day to go? Alice suggested going early because bad guys probably don't like to get up early.
2. Lorraine has gotten a few **complaints re people running low on trash bags**, so the cleaning people need to put more bags out at a time. Bob said he doesn't know if they come on a regular schedule. Sheri said she has the cleaner's phone number, so she will try to call her. Lorraine said that a festival group asked for a key to the “special closet” in the ladies room, which is the supply closet. We all said no to that. People think they are running out of TP, but they don't look on top of the tank; apparently people don't look behind them. Sheri said there is nothing we can do about that. Alice suggested we put signs on the inside of the stall doors saying “LOOK BEHIND YOU!” Jerry suggested signs saying “No cell phones.”

Publicity: Lin - Nothing to report. Jerry asked if everything is going smoothly, and if Lin is getting requests from people to sign up for his email list. Lin said he gets requests occasionally.

Maintenance: Bob presented a list of projects that have been proposed, and he wants the Board to decide on a priority for these. Should any be added or removed from the list? Bob doesn't want to be driving back and forth getting bids for things that we don't want to do. Jerry said Bob is at the Hall so often that he should be turning in gas receipts to Sheri for reimbursement.

1. Lighting: replace 2' x 4' troffers with LED.

Bob has obtained a second bid, so we now have one from Ed Carr and another from A-1 Electric. They both include a rebate from PNM, both are for 28 5000 fixtures. Ed Carr's estimate was \$3,486.46 (our cost), and A-1 Electric's estimate is \$218 difference at \$3,268. A third company, True Light, has not gotten back with their bid despite promises and Bob's many calls. Alice asked for an estimate for “soft white” or lower kelvin lights. (Note: Throughout the meeting we used the term “kelvin” to describe brightness levels in LED lights. Kelvin is common usage. The more accurate scientific term is “lumens.”) Bob said he can request an estimate for 3000 kelvin lights, and also ask for a sample to be installed near the 5000 LED we have so we can compare. There is general agreement that we need to replace the lights while there is still a PNM rebate, and before the florescent bulbs we are using (T12) become unavailable. Jerry also feels that it would save us money on the electric bill, although the air conditioning is the biggest driver of our summer bill. Bob said the A-1 Electric bid estimates we would save about \$900 a year by going to LED. Jerry said that he announced the LED proposal at a Duke City dance, and only ONE person was opposed (a mental cousin to Alice). Most people liked the idea. Dee asked when the PNM rebate expires. Bob said he has not been able to get an answer to that question. Jerry said they keep changing the end date. Bob showed us a chart that he had made by hand to show the position of all of the florescent T12 light fixtures in the building. If we opt for fewer lights we could run into problems with hooking up lights across gaps – we might need to add conduits, which would be expensive. Bob and Lin really like the bright LED light we have in the corner over the food table. Alice thinks multiplying that by 28 would be way too bright for dancing. Margaret agreed with Alice on this point. Lin said we may get grousing from some dancers for awhile because people don't like change – old people in particular. Margaret wants to know what age is considered “old.” Lin said it isn't a biological age. Lorraine suggested we ask about smaller lights – maybe half-size – to reduce the brightness. Then we could fill in the remainder of the gap for each light with a half-cut drop panel. Bob thinks that would be problematic and we should stick with the size that fits our openings. **Jerry said he would call Ed Carr tomorrow to ask about using soft**

white LED, more of a mood setting type LED, instead of bright, **and Bob said he would check with A-1 Electric**. Bob told Jerry to ask about the 3000 kelvin. Bob asked if we would need to meet again once we get all the LED info to make a decision, or just go with email. Jerry says do it by email and only meet if necessary.

2. Dimmer Switches for Lights.

Lin proposed that we strike this from the list because it would be very costly and complicated, and people might be constantly adjusting the dimmer switches and disagreeing. Bob said the switches alone would be \$250 each, not counting wiring. Wiring would have to run from each light to a switch, making the labor cost very high. Jerry's son is an electrician who advised that we could run into expensive problems and possibly need city permits to run dimmer wiring. We don't have an estimate for switches and labor, but we know it would be high. **There was unanimous agreement to remove the dimmer proposal.**

3. Ambiance Lighting: (Christmas Lights).

Sheri said all of the Christmas Lights should be replaced, and Jerry said these type lights are already available in stores. Bob said he could replace the ones that are dim or out, but **we all agreed they should ALL be replaced for a cleaner, more consistent look**. Bob already has four new strings that he bought on sale in Austin, TX. **We also voted to make this the first priority because the lights not available year-round**, they are not a major expense, and, as Lorraine said, we don't have to wait for an estimate. Lin said Bob should call for him (Lin) for help, but he never does.

4. Ceiling Fans:

Lin thinks we don't need ceiling fans because we haven't had problems with cooling the Hall since the refrigerated air units were installed. Not even Hot August Nights was hot for the dancers this year, despite high outside temps and large numbers of people. (Hot August Nights is the largest festival in NM.) Dee asked why we would need ceiling fans at all if we have AC. Alice explained that fans can lower the cost of the air conditioning by circulating the cool air. Jerry said that one of the square dancers told him that ceiling fans can bring on epileptic fits in people with epilepsy. Another problem with installing fans is that the drop ceiling is as much as 6 feet below the roof, and probably we would have to have supports installed before we could add fans, adding a lot to the expense. **We all agreed to drop the proposal for ceiling fans from Bob's list.**

5. Carpet: (Four Areas)

(a) **Entry porch** – The carpet out front is very worn and needs to be replaced, but we need to fix the drainage problem first. (See #7 below.)

(b) **Large Hall** – The color of the carpet has not worked out for us; it shows stains too easily. **We all agreed that we need new carpet in a darker color, and would like to price replacing all the carpeted areas inside the Hall.** Bob said we might consider carpet squares, which have worked well at his Church in the entryway. The squares are cheaper. Lin pointed out that having chairs and tables in the Hall sitting on carpet squares would likely be a problem because pulling these around would kick up the edges of the squares and create a tripping hazard. Bob agreed. Alice asked if we could do tile instead, especially in the kitchen. Bob said the kitchen is not the problem, it is around the tables and chairs. Carpet reduces the noise level.

(c) **Small Hall** - get estimate to re carpet.

(d) **Lobby** - get estimate to re carpet.

6. Clean / Paint Building Entry way: Bob thinks the front doors look ratty. Jerry said he prefers to say “rustic.” Bob hasn't had any luck getting any estimates on this job, so he is considering trying it himself. He would not use a power washer because it would dump so much water onto the front carpet. Alice suggested that we authorize Bob to go right ahead with this project, which would not be expensive if Bob does it. We changed this to priority 4, right behind fixing the front porch drainage.

7. Fix Drainage @ front porch

The ground slopes toward the porch so that water runs onto the porch carpet when it rains. Bob has considered adding dirt to build up the area closest to the porch and change the slope, also adding cinderblock or other barriers. Alice said Sal plans to be out of town when Bob works on that project, since he is not interested in shoveling dirt. Jerry asked if Bob has considered pulling the porch carpet and doing “brick pavers.” Jerry and Lorraine explained that these are thin, interlocking bricks used for walkways. Bob fears this might create a tripping hazard. Lin asked about using a coating on the concrete that is underneath the carpet. If we pulled the carpet and put a waterproof, colored coating on the concrete instead of carpet, we wouldn't have to worry about water soaking in, and we wouldn't have to build up the ground on the sides. Jerry said he is familiar with that coating, and it is non-slip and fairly inexpensive. You sand the concrete and then roll the coating over it. Mike's Painting did this for Jerry for his 3 car garage for approximately \$2,800. Margaret said her son did her garage for her and it works very well and looks good. Our area would be much smaller than a garage. Jerry said it is a

liquid with an overlay rolled on top, and Margaret said yes that is what her son did for her garage. Bob said he would look into this. Jerry said we could get a choice of colors, and Bob said we should go for hot pink to match the ladies bathroom. Margaret and Alice want color stripes, with a border. Add hot pink paint on the front doors and the effect would be dynamic. We moved the entry porch carpet replacement to priority 3 because the color coating could solve both two problems at once.

8. **Parking Lot (finish paving).** We left this as the lowest priority, as a project for the future.

9. **Other projects?**

CeCe asked about the **speaker system – is it up-to-date? Bob and Jerry said the speakers are functioning well now and don't need to be on the project list.** Jerry said **we need new dust mops – just the bottom part** – for cleaning the dance floor before and after dances. The ones we have are in terrible shape. Cleaning supply stores have them.

Here is Bob's shortened, re-ordered priority list:

1. Ambiance Lighting. (Christmas Lights)
2. Lighting: replace 2' x 4' troffers with LED.
3. Fix Drainage @ front porch – Check into using a coating for this, which would replace carpet.
4. Clean/Paint Building Entry way.
5. Carpet inside the building – estimate for replacing all inside carpet.
6. Replace dust mops. (We added this but did not assign it a priority.)

New Business: Lorraine has an email from Georgian Spata (a former ASDC Board President), about **updating our Hearing assist system.** The current system is old, does not work well and most people have given up on it. Georgian thinks we should consider buying a good, modern system, especially since we have many people using hearing aides. Lorraine said you can get a system now that we can plug into our sound system and people can set their hearing aides to that frequency. Per Jerry our new amp has plugs for hearing assist equipment for both voice and music. Most people only want voice. Jerry said these hearing systems can be found on Amazon or at places like Best Buy. **Alice volunteered to do some research on the hearing assist systems, consult with Lorraine re technical details, and get back to the Board with prices and types.**

Several Board members will be out of town in October: **Bob** will be gone on a trip to Israel and Egypt October 5-19, and **Rick Weber** (former president of ASDC and former maintenance director) has **volunteered to fill in for him for any maintenance issues** while he is gone. Is this OK with the Board? We unanimously agreed that we would be glad to have Rick fill in, and Lorraine said that she would get a set of keys to him. **Jerry** said he will also be out of town, from October 6 to 21st. **Margaret** said she will be out of town October 13 to November 1st. **Alice** will be out of town October 21-30th.

Next meeting: Monday December 3rd. If we need another meeting re the LED's before then, Jerry will set that up. **Bob said we need to prepare for the Annual membership meeting** because we need to get that info out in December. **Sheri said we need to discuss the Holiday Hoedown,** which is December 15th. **Alice and CeCe want to eliminate the Potluck from the Holiday Hoedown** – too much mess, too much work, and everyone is already overeating at that time of year. We can still have “goodies” and snacks on a table in the foyer. Are we inviting FolkMADS again? Lorraine said FolkMADS didn't take out their trash after the Hoedown the last 2 years because they didn't pay for the use of the Hall (we gave it to them free in the spirit of the Holiday), so they didn't have a contract requiring them to take out the trash. This year we will let them know they are required to take out their trash. **Lin said he will send the Board members last year's Hoedown flyer so we can vote on any changes.** Jerry asked Lorraine to ask Randy to bring up the need for callers for the Hoedown at the upcoming caller meeting. Should we do Christmas Carols again? Maybe we could move that up to 9:30. Jerry thought Central District took care of callers and quers for the Hoedown, but CeCe said NO, that is an ASDC function. Lorraine suggested that Dee find callers and quers for the Hoedown since it is an ASDC dance. **Jerry said he might be calling another meeting before December if needed.**

Meeting adjourned 6:22 p.m.