

## Austin Ballroom Dancers

### Board Meeting Minutes

July 6, 2019

The meeting was called to order at 6:02 pm at Austin Uptown Dance.

**Board Members Present:** Margaret Melton, Mark Coughran, Fred Ferate, Fredric Rhoads, Sonia Rhoads. Quorum was established.

#### Meeting Minutes

The Board voted to approve the minutes of the May 18, 2019 board meeting and of the June 22 Annual Meeting.

#### Officer Reports

- 1. President:** Margaret's goal is to briefly discuss ABD history information gathering, and the ABD supplies in her garage.
- 2. Vice President:** Because of a health problem of one of the DJ's, Mark has arranged for changes in the scheduling of DJs for the July and August dances. On a separate issue, Mark suggested that the board analyze a message from a member about the types of dances played by the DJs at ABD dances at a future board meeting, after the new board members feel more acclimated to their new responsibilities.
- 3. Secretary:** The minutes for the May 18 board meeting and the June 22 annual meeting have been distributed, and six e-mail flyers have been sent out since May 18.
- 4. Treasurer:** Fredric indicated that he is in the process of becoming familiar with his duties as Treasurer.

June Kelly had previously sent out treasurer reports for May 31 and June 30, 2019. With respect to the latter:

1. Net income in June (Total Income – Total Expenses = \$2,251.41 - \$2,753.83) was (minus) \$502.42, and net income for 2019 was \$1,621.38.
2. The change in Total Current Assets from a year ago (June 30, 2018) is (minus) \$1,013.55, with Total Current Assets as of June 30, 2019 = \$21,767.47.

3. ABD Saturday night dances have yielded a YTD gain of \$682 (primarily due to a gain of \$458 from the Lunar New Year Dance). However, attendance at group classes has been down, with monetary losses in 5 of the 6 monthly class sessions, and a YTD accumulated loss of \$1,433.50.

**5. Program Director:** Sonia (in her first week in this position) said she had more questions than answers, but noted that 18 persons had attended Laura's July 2 Nightclub 2-Step workshop.

**6. Publicity Officer (Vacant):** In her June 30 Treasurer's Report, June Kelly had reported that unique website visitors were 1,003 (down 11), current Facebook likes were 478 (up 4), and the number of current Newsletter subscribers was 699 (down 4). ABD presently has 90 members, with 22 memberships expiring July 1.

There was some discussion about the need to improve our marketing to bring our class attendance up; Mark suggested that during the mini-lesson at our Saturday night dances we should promote our dance class sessions.

## **Old Business**

- 1. Publicity Officer position:** For the time being the Board decided to try to divide the duties of the Publicity Officer between two people. Fredric Rhoads agreed to look into what he might be able to do with the ABD website, and since Mark Moy had previously offered to maintain our Facebook page, the board asked Fredric to ask him if he would still be willing to do this. There was discussion about having equal representation of beginning and advanced classes on the Facebook page.
- 2. Transition of responsibilities to new board members:** Margaret will send Fredric Rhoads June Kelly's list of the responsibilities that she held on behalf of ABD, and confirmed that board members have taken over these tasks.

## **New Business**

- 1. City of Austin background check procedures:** All instructors will have to complete new background check procedures by Sept. 30, 2019. ABD is paying a small fee for each background check.

2. **ABD History Gathering:** Margaret's intention is, over time, to make digital copies of all physical ABD historical documents. She presently has one box of ABD documents, and emphasized that if any board member encounters additional paper documents, to please let her know. She also has about 45 large red dance shoe bags with the ABD logo and many other items, including 25 water pitchers. The board decided to give the shoe bags to winners of a drawing at the New Year's Eve dance.
3. **Electronic meetings, parameters, documentation:** No action taken.

The next board meeting is scheduled for 6:00 pm on Saturday August 17 at Austin Uptown Dance. The meeting was adjourned at 7:02 pm.