

AACTMAD Board of Directors meeting

November 18, 2009, 7:30 pm

Location: 4531 Concourse

7:34 Called to order

Attending Board members: Paul Carryer, Mark Hillegonds, Abby Liskow, Nawal Motawi, Brooke Ratliff, Ruth Scodel, Carolyn Texley Non-Board member attendees: David Pardy

Approve previous Minutes (Mark)

Mark: motion to approve minutes as amended. Abby 2nd. Approved. 7-0.

Facilities:

Mark: agreements are still in discussion with Gretchen & Greg's attorneys, David will send out notes with specific updates. The agreements won't be approved before Saturday. Approval should, however, happen very soon.

Gretchen is honoring the Oct. 31 deadline, as AACTMAD's intent is in place. Mark would be interested in knowing more specific dates – especially the completion date. He has some interested in scheduling the space, but needs to know dates. There is a draft rental schedule that Mark would like to finalize.

The facilities committee is working on making the final selections/decisions: lights, fans, original paint colors (contractor is working on a source for low VOC paint), rubber for stair treads, carpet for conference room. The exterior doors are in, we did receive the first bill for approx. \$109,000. Discussion about the addition of a rubber molding in front of the double glass doors. Hal Breidenbach has been handling the Leader's Meeting about the use of the new facility. There has been feedback from committee members about the positive/energizing effect of the new facility on the AACTMAD community.

Facility management:

Nawal: move to accept rental rates. Abby 2nd. Discussion: Suggestion to include hourly options, add morning and afternoon options, Nawal suggested giving discretion to the manager. Ruth: what are comparable schedules of rates at the Grange and the Unitarian Church. The rates seem high. Nawal said that the Grange rates are the same as those in the Concourse rate schedule. The ideal would be lower than the Grange.

Mark: wants to see rental rates at the Grange, & the Unitarian Church and Chapel Hill, and what the income would look like.

Ruth: would like to see a 3 hour rate, with flexibility for the manager.

David: need guidelines – in mission, and give the committee some latitude with the rates.

Nawal: No higher than the current rates, need to adjust evening rates (possibly too high) use consistent, good judgment. Mark: Different venues are paying different rates, (Mon. through Thurs. rates should be different than weekend rates). David: committee should

be working on profit motive entirely – should be more inclusive, while breaking even. We need to earn approx. \$100 per day, but need to be as inclusive as we possibly can. Mark: we should try to save the committees as much as possible, where \$20 per evening can be too much of a financial burden. Ruth: start out at slightly below Grange, etc. by \$5, and agree to keep the rents stable for a fixed period. We will then lower the rate as soon as possible. Paul: non AACTMAD groups would be more likely to look at the evening, because the daytime rate is more expensive. Daytime rental should be competitive to other venues day rates. Mark: do these rates reflect demand. Ruth: most groups are not too flexible with time of day. Example: kindermusik classes need to have a piano and meet during the day. The market will tell us. We need \$4000 minimum per month to meet expenses. Paul: highest paying category should be more market based; a business model. Dance spaces in general could be approached to cover the early evening – 5-7. Ruth: few groups will need 6 hours in the evening. One aspect of the rental, typically the time is 7:30-11. Brooke: Dakota bldg is \$550 per month for 4 dances 4 hours each. Unitarian is \$50 hour with a 4 hour minimum. Mark: Grange charges for the evening or the day, but will split the rent with other groups if the entire period isn't being used.

David: \$2750 is the total we need to raise per month minimum.

Brooke: say there's a yoga instructor that wants 2 hours per week, how would we accommodate? Paul: the Dakota building charges \$35 per hour unless the entire evening is rented. Mark: we need to know the assumptions the rates are based on. Nawal: suggested that the committee come to the next meeting to explain. Mark called the question. Motion failed.

Mark: motion: give the Facility Mangement committee the authority to negotiate rental rates with AACTMAD committees between 90 and 100% of current rental rates. Abby 2nd. Approved. 7-0

Mark: For fundraising, vision, opinions etc. we have been discussing forming an advisory board for AACTMAD. Brooke: if we expand to include an advisory board, we need more committees, more members, more leaders. Mark: AACTMAD (Ray Bantle) used to make more outreach effort. Paul: Should this happen before we have short medium and long term goals and objectives and overall organization in place before we ask for input from an advisory board. Mark: need to make progress with documenting our policies and procedures. Ruth: need some general directions in which you want to move, before asking an advisory board for funding/advice. A time of transition is in some ways a good time to form an advisory board to determine where our efforts would be most effective. Mark: our accounting, policies and procedures, etc. should be in order. Paul: we should be compiling a list of names that we feel would be valuable on an advisory board – basic research would be a good idea. Brooke: would be ok to send out a letter to gauge interest. Mark: need a process in place if we do get responses. Abby: some years ago, AACTMAD did work on this idea, and the nominating committee did the work of researching contacts. Ruth: develop some tentative dates and agenda. Mark:

is someone willing to direct a committee to work on this project to see if it is something we need to pursue? Ruth: maybe in January she would be willing to take it on.

Mark stated for the record that we are 2 minutes ahead of time!

2009/2010 Budget

Statement from Busch's ytd: \$618 of income. IRS responded. Ray did not attach a request for penalty abatement. For tax year 2006 we owe \$4450 in penalty. David: need to see who Ray Bantle was talking to at the IRS. Abby: Ray said that he had drafted a letter. Mark: ask Ray to send the board a copy of the letter of explanation he sent to the IRS. Brooke: will contact the IRS. David: we also need to contact Ray. David will draft the email to Ray and coordinate with Brooke.

Brooke: will draft a procedure for cash disbursements approval.

David: balance in facilities account is \$225,000. David sent out the first quarterly reminder for the pledges made for the new facility.

Paul: would like to work on the cultural outreach for AACTMAD. Mark: there may be ways to focus overlapping outreach and publicity efforts from some of the committees.

Mark: would like the board to move toward a policy focused board, working with/overseeing the committees.

Carolyn: will bring the volunteers together to talk about the website. Susie Lorand, Brooke, Paul, Robert Messer. \

Discussion about working on the dance calendar: format, distribution. How interactive do we want the calendar to be? We want organizers to be able to update and list their own events. The website committee will work with Bob Messer. Calendar does need to be sent out in PDF format so that the calendar can be printed (but not mailed).

Nawal motion to adjourn. Mark 2nd. Approved.

Next meeting Dec. 16, 7:30.