

**AACTMAD Board of Directors Meeting Minutes  
4531 Concourse**

**September 9, 2009**

**7:35 called to order.**

Attending: Mark Hillemonds, Abby Liskow, Greg Meisner, Nawal Motawi, Brooke Ratliff, Ruth Scodel, Carolyn Texley. Non-board members attending: Gretchen Preston

**Minutes**

**Nawal: motion to approve the July 22 minutes as amended. Mark 2<sup>nd</sup>. Approved.**

**Nawal: motion to approve the Aug. 26 minutes. Mark 2<sup>nd</sup>. Approved.**

**CDSS visit**

CDSS (Country Dance and Song Society) Board would like AACTMAD to host a visit to Ann Arbor in November 2010. Ruth, Pat and Bronwen will coordinate arrangements for their visit. 10-14 people to be housed, an event/dance for them to call, a place to meet on Saturday. On Sunday, they (the CDSS board) would like to have a town- hall type meeting with the dance community. They need a date as soon as possible.

Greg proposed the first Saturday dance in November (Nov. 7) might be a good choice.

**Mark: Motion: AACTMAD will host the CDSS Board in November 2010, dates to be determined. Abby 2<sup>nd</sup>. Approved.**

**Facility**

David Pardy sent agreements to the board for review with the committee's notes. Gretchen & Greg: possible that the best thing to do is to make AACTMAD a 50% owner from the beginning, (which was a suggestion from the attorney). The cost to AACTMAD for the additional 40% interest would be included in the rent monies already paid: the same cost as the 10% stake in the LLC. But in any case, there are 2 parties to make decisions about the building, which gives a better balance to the partnership. Gretchen will talk to the attorney. Gretchen feels that half ownership status more accurately reflects AACTMAD's position. Mark: risks and rewards both go up if we are an equal partner.

Nawal, Mark and the committee are still looking at alternatives for legal counsel.

Fundraising party Oct. 2, Friday: Gretchen distributed a draft of an invitation to the event. Organization should be: board members invite possible/probable donors to join their table at the event 7 to 8 per board member. Estimating 100 people at this event. The invitations request an RSVP. General organization of the party: 7:30 to 11 is the fundraising event. 7:30-8 hors d'oeuvres, etc, 8:15 demonstrations e.g. Scottish, Vintage,

etc.. Emcee will go over the project description and features. 9:00-10:00 contradancing, 10:00-11:00 demonstrations. 11:00-1:00 Swing dancing. There will be a suggested donation for the swing dance.

Discussion about personal calls/contacts for donations, attendance at the event. Gretchen will make sure that those that have already donated are invited to the event.

Greg. suggested that we should keep lapsed members on the AACTMAD email list so that they continue to get notices and information, such as the invitation to the fundraising party.

Brooke has received the POB letter of agreement for their offer of a \$10,000 loan from their maturing certificate of deposit for the new facility project.

Gretchen is working on donations for food, drink for the event.

Greg has reserved the use of the sound system at the Grange for the party.

Gretchen: Dave Hughes can start next Monday (Sept. 14) to level the floor and install the dividing wall between GH garage area and the AACTMAD portion, which would be good for giving the party attendees a good sense of the space, and a level dance floor..

The fundraising committee will coordinate mailing invitations to the Oct. 2 event as soon as possible. Carolyn will check with Bronwen and/or Bob about mailing labels.

Gretchen and Greg left the meeting.

**Nawal: motion The AACTMAD Board hereby resolves to reimburse Gehen Preston for leveling the floor, erecting the dividing wall, and associated renovations to the warehouse at 4531 Concourse at the costs quoted to AACTMAD by the builder Vanston O'Brian, which are part of AACTMAD's planned renovations to the building. The reimbursement will only be paid if AACTMAD officially undertakes the project. Ruth 2<sup>nd</sup>. Approved.**

Gretchen and Greg rejoined the meeting.

The floor leveling/dividing wall project will take approximately. 2 weeks; Dave Hughes has offered storage for all of AACTMAD's tables, chairs, etc. Board member will meet at 1:00 on Sunday Sept. 13 to move everything in the space to storage.

**Brooke: motion to rent storage trailer for \$300 for all of AACTMAD's furniture during the construction period. Ruth 2<sup>nd</sup>. Approved.**

Nawal reviewed construction expenses and budget. [will send electronically for the minutes].

Nawal reviewed upgrades to the electrical and HVAC systems proposed by Vanston O'Brian (Dave Hughes).

## **Finances**

Mark: will we be ready for ARRR budget review for the regular Sept. board meeting?

Brooke: Pay pal is set up for donations and membership dues. Members/donors need to set up a pay pal account. We would be charged 2% for credit transactions, no charge for direct debit. No minimum amount for charges.

Brooke will be requiring that committees continue to submit paper receipts and invoices to keep AACTMAD's accounting in order.

Brooke does have more time to purchase software and can keep using the online system going forward.

Discussion about the format of the proposed budget: . One page summary of the ARRR sheets will come from Brooke. Board members would be responsible for reviewing the individual sheets for approval. We need to compare the budget and actual income/expenses for each of the committees. Brooke needs Midwest Ale account information, and confirmed that the Midwest Ale has their own bank account and that DITS does not have a separate bank account.

The sound system accounting needs to be improved: receipts, records of deposits, etc.

## **New Business:**

Pat Micks has resigned from the board. She would like to continue to work on committees, and will continue to support AACTMAD.

**Mark: Motion to adjourn. Carolyn 2<sup>nd</sup>. Approved.**

Meeting adjourned at 9:30

Next meeting Sept. 23, 7:30, Concourse Building.