AGENDA FOR DENVER PRESS CLUB and PRESS BENEVOLENT ASSOCIATION
BOARD OF DIRECTORS MEETING
6-26-18 6:00 p.m.

Members present:

David Milstead
Dan Petty (via phone)
Linda Shapley
Carol McKinley
Donovan Cordova
Carolyn Tyler
Skyler McKinley
Kevin Vaughan
Tom Fouch

1. Quorum & Call to Order *at 6:15 p.m.*

2. Action item: New members

>   Larry Ryckman, Colorado Sun editor - larry.ryckman@gmail.com, $150
>   Heather Rule-Grady, PR professional - heather@insitllc.com, $275

Vaughan moves to accept / Tyler seconded. Approved on voice vote

3. Minutes: April and May minutes

CMcKinley moves to accept / SMcKinley seconded. Approved on voice vote

4. President's report

Tepper plaque/event
>   Tepper plaque in event planned for late summer; discussion around a Vaughan visit to
>   Tepper in Santa Fe. Decision to make two plaques so one can be given to Tepper

Employees and sales efforts
>   Plan is to make improvements to the website

2018 HOF, 2019 Runyon updates
>   HOF: Tentative date is October on a Thursday / Friday. Higher bev plan for Friday but
>   trying to figure which is better

> Runyon: Discussion around honoree not yet named. (Holt has not yet responded.) Efforts would be made to reach out via other avenues and give a deadline when he would need to respond by July 15.

Coworking update
> Still not launched. Printer not ready because of volunteer gap. Notion is that we should open club to folks who have wanted to keep moving ahead. Marketing plan needs to be formalized with Carolyn and Tom. Down the road idea: Should job be outsourced to volunteer or a franchisee type person who could use it for free? Might be a liability/workers comp issue.

> Tom: It's down that we need to establish a price and say we're open. Still need to get printer issue dealt with, but to continue to wait for the printer is a mistake.

Briefing papers
> All members have received documents regarding request for apologies. Request made to have more board members involved in discussion, despite the delay, in order to include board members who were involved in special committee. Proposal made to have initial discussion tonight and have followup conversation and voting decisions through Slack.

Vaughan moved to take discussion into executive session at 7:40 p.m. at personnel and legal matters. CMcKinley seconded.

Out of executive session at 8:55 p.m.

5. Treasurer's report, Kevin Vaughan (9:03 p.m.)
> Reviewed accounts regarding PBA and DPC, regarding consolidating savings and checking accounts
> Working on spreadsheet for Y2Y comparisons
> Question: What does everyone need from financial reports? What do you want to know? Revenue / expenses from PBA / DPC and trends (comparing M2M, Y2Y) ? Looking to issue a simple report and answer any questions with more detail

6. Discussion item: Code of Conduct (9:25 p.m.)
> Discussion around board agreement and the member code of conduct. Looking to send adjustments and fixes to Donovan and then plan to present to full membership. Proposal made to adjust member code of conduct to learn how to resolve disputes before board must step in. Also needs to reiterate the robust discussion with respect and civility. Discussion on mission statement.
Add: Members are expected to be responsible for their guests.
Moved to table discussion until July meeting.

7. Committee reports (9:35 p.m.)
> Marketing - Still event needs marketing help // optimistic about opportunities
Looking to do an ask on
> Programming - Movie Night, possibly "Silver City" with Patty and Hick, as a possibility

8. Manager's report, Tom Foutch (9:46 p.m.)
Tom issued report on Finance - Events - Personnel - Facility
Event food: More than just putting out a tray. Costs means that we have to sell 17 seats to break even on food and labor costs. Budget has expectation of 2 events per week with 20+ people per event.

Issue of food requires more discussion. It's a lot of work and we need more thought and perhaps a task force.

9. Other business
Finding a way to include awards from broadcast groups - Kevin will send a letter.

11. Adjourn (10:15)